MATERIAL REVIEWED AT CIA HEADQUARTERS BY
HOUSE SELECT COMMITTEE ON ASSASSINATIONS STAFF MEMBERS

FILE TITLE/NUMBER/VOLUME: Personnel file:
Thomas B. CASASIN (J. Richardson)

INCLUSIVE DATES:

CUSTODIAL UNIT/LOCATION:

ROOM:

DELETIONS, IF ANY: Sources and methods

DATE RECEIVED	DATE RETURNED	REVIEWED BY (PRINT NAME)	SIGNATURE OF REVIEWING OFFICIAL
9.8.78	10:10	Betsy WOLF	Betsy Wolf

RICHARDSON, JACQUES G. 006102

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION

OEB

DATE PREPARED: 5 April 1972

1. SERIAL NUMBER	2. NAME (Last-First-Middle)
006102	Richardson, Jacques [redacted]

3. NATURE OF PERSONNEL ACTION	4. EFFECTIVE DATE REQUESTED (MONTH / DAY / YEAR)	5. CATEGORY OF EMPLOYMENT
RESIGNATION	05 / 14 / 72	REGULAR

6. FUNDS	V TO V		V TO CF		7. FINANCIAL ANALYSIS NO. CHARGEABLE	8. LEGAL AUTHORITY (Completed by Office of Personnel)
	CF TO V	X	CF TO CF		9136-1231	

9. ORGANIZATIONAL DESIGNATIONS	10. LOCATION OF OFFICIAL STATION
DDP/EUROPEAN DIVISION, FOREIGN FIELD FRENCH AREA PARIS STATION PARIS ANNEX	PARIS, FRANCE

11. POSITION TITLE	12. POSITION NUMBER	13. CAREER SERVICE DESIGNATION
OPS OFFICER	0668	D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
GS	0136.01	15 8	$31,554

18. REMARKS

24065

18A. SIGNATURE OF REQUESTING OFFICIAL	DATE SIGNED	18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER	DATE SIGNED
(signature) William C. Cooley, C/E/Pers	8 Aug	(signature)	9 Aug 72

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING (NUMERIC / ALPHABETIC)	22. STATION CODE	23. INTEGREE CODE	24. HOOTRS. CODE	25. DATE OF BIRTH (MO. DA. YR.)	26. DATE OF GRADE (MO. DA. YR.)	27. DATE OF LEI (MO. DA. YR.)
45	10				3	01 20 24		

28. NTE EXPIRES (MO. DA. YR.)	29. SPECIAL REFERENCE	30. RETIREMENT DATA (1—CS, 2—CHGM, 3—FICA, 5—NONE) CODE	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA (TYPE, MO. DA. YR.)	EOD DATA	33. SECURITY REQ. NO.	34. SEX
			AAHNIFY				

35. VET PREFERENCE (CODE: 0—NONE, 1—5 PT., 2—10 PT)	36. SERV. COMP. DATE (MO. DA. YR.)	37. LONG. COMP. DATE (MO. DA. YR.)	38. CAREER CATEGORY (CAR/RESV, PROV, TEMP) CODE	39. FEGLI/HEALTH INSURANCE (CODE: 0—WAIVER, 1—REG, 2—REG/OPT, 3—INELIGIBLE; HEALTH INS. CODE)	40. SOCIAL SECURITY NO

41. PREVIOUS CIVILIAN GOVERNMENT SERVICE (CODE: 0—NO PREVIOUS SERVICE, 1—NO BREAK IN SERVICE, 2—BREAK IN SERVICE (LESS THAN 3 YEARS), 3—BREAK IN SERVICE (MORE THAN 3 YEARS))	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA (FORM EXECUTED 1—YES 2—NO; CODE; NO. TAX EXEMPTIONS)	44. STATE TAX DATA (FORM EXECUTED 1—YES 2—NO; CODE; NO. TAX EXEMP.; STATE CODE)

45. POSITION CONTROL CERTIFICATION	46. O.P. APPROVAL	DATE APPROVED
8-9-72 Mu	Don H. Lustscher	9 AUG 1972

FORM 9-70 1152 USE PREVIOUS EDITION

SECRET

10 AUG 1972

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

(4)

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 10 JULY 1970

1. SERIAL NUMBER	006102
2. NAME (Last-First-Middle)	[redacted]
3. NATURE OF PERSONNEL ACTION	EXTENSION OF PRA ~~NTE 24 FEB 1971~~
4. EFFECTIVE DATE REQUESTED (MONTH / DAY / YEAR)	07 / 20 / 70
5. CATEGORY OF EMPLOYMENT	REGULAR
6. FUNDS	CF TO CF: XX
7. FINANCIAL ANALYSIS NO. CHARGEABLE	1136-1231
8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS	DDP/EUR FOREIGN FIELD FRENCH AREA PARIS STATION PARIS ANNEX
10. LOCATION OF OFFICIAL STATION	PARIS, FRANCE
11. POSITION TITLE	OPS OFFICER (14)
12. POSITION NUMBER	0668
13. CAREER SERVICE DESIGNATION	D
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	GS
15. OCCUPATIONAL SERIES	0136.01
16. GRADE AND STEP	15 7
17. SALARY OR RATE	$ 27,463

18. REMARKS

cc: PAYROLL

NTE 24 Feb 1971

* PRA Per HR 20-17 e(1)(b)

18A. SIGNATURE OF REQUESTING OFFICIAL	DATE SIGNED	18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER	DATE SIGNED
WILLFORD C. TAYLOR, C/E Pers	7/13/70	[signature]	14 Jul 1970

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. EMPLOY. CODE	21. OFFICE CODING NUMERIC	ALPHABETIC	22. STATION CODE	23. INTEGREE CODE	24. HDQTRS CODE	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI
32	10	446.20	EUR	3400		3	07 20 24		

28. NTE EXPIRES (MO. DA. YR.)	29. SPECIAL REFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. CORRECTION CANCELLATION DATA	33. SECURITY REQ. NO.	34. SEX
02 24 71	82			EOD DATA		

35. VET PREFERENCE	36. SERV. COMP. DATE	37. LONG COMP DATE	38. CAREER CATEGORY	39. FEGLI HEALTH INSURANCE	40. SOCIAL SECURITY NO.
0—NONE 1—5 PT. 2—10 PT			CAR RESV PROV TEMP	0—WAIVER 1—YES	

41. PREVIOUS CIVILIAN GOVERNMENT SERVICE	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA	44. STATE TAX DATA
0—NO PREVIOUS SERVICE 1—NO BREAK IN SERVICE 2—BREAK IN SERVICE (LESS THAN 3 YEARS) 3—BREAK IN SERVICE (MORE THAN 3 YEARS)		FORM EXECUTED 1—YES 2—NO; CODE; NO. TAX EXEMPTIONS	FORM EXECUTED 1—YES 2—NO; CODE; NO. TAX EXEMP; STATE CODE

45. POSITION CONTROL CERTIFICATION	46. OP APPROVAL	DATE APPROVED
7-23-70 MW	[signature]	7-23-70

FORM 3-67 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

14-00000

XXB

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 25 FEB 1969

1. SERIAL NUMBER	2. NAME (Last-First-Middle)
006102	Richardson, [illegible] [redacted]

3. NATURE OF PERSONNEL ACTION	4. EFFECTIVE DATE REQUESTED (MONTH / DAY / YEAR)	5. CATEGORY OF EMPLOYMENT
EXTENSION OF PRA NTE: 1 year	02 / 25 / 69	REGULAR

6. FUNDS	V TO V	V TO CF	CF TO V	CF TO CF	7. FINANCIAL ANALYSIS NO. CHARGEABLE	8. LEGAL AUTHORITY (Completed by Office of Personnel)
			XX		9136 1231	

9. ORGANIZATIONAL DESIGNATIONS	10. LOCATION OF OFFICIAL STATION
DDP/EUR FOREIGN FIELD CENTRAL REGION PARIS STATION ANNEX, PARIS	PARIS, FRANCE

11. POSITION TITLE	12. POSITION NUMBER	13. CAREER SERVICE DESIGNATION
OPS OFFICER (CA)	0668	D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
GS	0136.01	15 ~~5~~ 7	23,734 — ~~$ 23,075~~

18. REMARKS

18A. SIGNATURE OF REQUESTING OFFICIAL	DATE SIGNED	18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER	DATE SIGNED
WILLFORD C. TAYLOR, C/E/Pers	2/26/69	[signature]	3-4-69

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC	ALPHABETIC	22. STATION CODE	23. INTEGREE CODE	24. HQTRS. CODE	25. DATE OF BIRTH (MO. DA. YR.)	26. DATE OF GRADE	27. DATE OF LEI
37	10	41 [illegible]	EUR	24065		3	01 20 24		

28. NTE EXPIRES (MO. DA. YR.)	29. SPECIAL REFERENCE	30. RETIREMENT DATA (1—CS, 2—FERS, 3—FICA, 5—NONE) CODE	31. SEPARATION DATA CODE	32. CORRECTION CANCELLATION DATA (TYPE, MO. DA. YR.)	EOD DATA	33. SECURITY REQ. NO.	34. SEX
02 24 70	52						

35. VET. PREFERENCE (CODE: 0—NONE, 1—5 PT, 2—10 PT.)	36. SERV COMP DATE (MO. DA. YR.)	37. LONG COMP DATE (MO. DA. YR.)	38. CAREER CATEGORY (CAR RESV PROV. TEMP) CODE	39. FEGLI, HEALTH INSURANCE (CODE: 0—WAIVER, 1—YES) HEALTH INS. CODE	40. SOCIAL SECURITY NO

41. PREVIOUS CIVILIAN GOVERNMENT SERVICE (CODE: 0—NO PREVIOUS SERVICE, 1—NO BREAK IN SERVICE, 2—BREAK IN SERVICE (LESS THAN 3 YEARS), 3—BREAK IN SERVICE (MORE THAN 3 YEARS))	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA (FORM EXECUTED 1—YES 2—NO; CODE; NO. TAX EXEMPTIONS)	44. STATE TAX DATA (FORM EXECUTED 1—YES 2—NO; CODE; NO. TAX EXEMP.; STATE CODE)

45. POSITION CONTROL CERTIFICATION	46. O P APPROVAL	DATE APPROVED
3-7-69 [initials]	[signature]	3/7/69

FORM 3-67 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

(4)

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION

[illegible]

DATE PREPARED: 24 February 1967

1. SERIAL NUMBER: 006102

2. NAME (Last-First-Middle): Williamson, Jacques [redacted]

3. NATURE OF PERSONNEL ACTION: REASSIGNMENT

4. EFFECTIVE DATE REQUESTED: MONTH 02 DAY 26 YEAR 67

5. CATEGORY OF EMPLOYMENT: REGULAR

6. FUNDS

	V TO V		V TO CF
	CF TO V	XX	CF TO CF

7. FINANCIAL ANALYSIS NO. CHARGEABLE: 7136-1231

8. LEGAL AUTHORITY (Completed by Office of Personnel):

A 19

9. ORGANIZATIONAL DESIGNATIONS:
DDP/EUR
FOREIGN FIELD
CENTRAL REGION
PARIS STATION
ANNEX, PARIS

10. LOCATION OF OFFICIAL STATION: PARIS, FRANCE

11. POSITION TITLE: OPS OFFICER (14)

12. POSITION NUMBER: 0668

13. CAREER SERVICE DESIGNATION: D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.): GS

15. OCCUPATIONAL SERIES: 0136.01

16. GRADE AND STEP: 15-6

17. SALARY OR RATE: $ 20,585

18. REMARKS: X PRA-per HR ~~21c (2)~~ 21-17D(B) for ~~duration~~ of present tour.

Slotting for new T/O.

18A. SIGNATURE OF REQUESTING OFFICIAL: Richard F. Westerman
Richard F. Westerman, C/E/Personnel

DATE SIGNED:

18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER: [illegible]

DATE SIGNED: 2 MAR 1967

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19 ACTION CODE	20 EMPLOY CODE	21 OFFICE CODING NUMERIC	21 OFFICE CODING ALPHABETIC	22 STATION CODE	23 INTEGREE CODE	24 HOOTRS CODE	25 DATE OF BIRTH MO. DA. YR.	26 DATE OF GRADE MO. DA. YR.	27 DATE OF LEI MO. DA. YR.
37	10	[illegible]	[illegible]	[illegible]		3	01 20 24		

28 NTE EXPIRES MO. DA. YR.	29 SPECIAL REFERENCE	30 RETIREMENT DATA (1—CSC, 3—FICA, 5—NONE) CODE	31 SEPARATION DATA CODE	32 CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	EOD DATA	33 SECURITY REQ. NO.	34 SEX
03 25 69	82						

35 VET PREFERENCE CODE (0—NONE, 1—5 PT, 2—10 PT)	36 SERV. COMP DATE MO. DA. YR.	37 LONG COMP DATE MO. DA. YR.	38 CAREER CATEGORY (CAR RESV, PROV TEMP) CODE	39 FEGLI, HEALTH INSURANCE CODE (0—WAIVER, 1—YES) / HEALTH INS. CODE	40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE	42 LEAVE CAT CODE	43 FEDERAL TAX DATA: FORM EXECUTED (1—YES, 2—NO) / CODE / NO. TAX EXEMPTIONS	44 STATE TAX DATA: FORM EXECUTED (1—YES, 2—NO) / CODE / NO. TAX EXEMP. / STATE CODE
0—NO PREVIOUS SERVICE; 1—NO BREAK IN SERVICE; 2—BREAK IN SERVICE (LESS THAN 3 YEARS); 3—BREAK IN SERVICE (MORE THAN 3 YEARS)			

45 POSITION CONTROL CERTIFICATION: 3-3-67 [illegible]

46 O P APPROVAL: [illegible signature]

DATE APPROVED: [illegible]

FORM 2-66 1152 USE PREVIOUS EDITION

P SECRET

GROUP 1
Excluded from automatic downgrading and declassification

(4)

14-00000

SECRET
(When Filled In)

P 55

XYB

REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 29 March 1966

1. SERIAL NUMBER: 006102

2. NAME (Last-First-Middle): Richardson, [illegible] [redacted]

3. NATURE OF PERSONNEL ACTION: DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM

4. EFFECTIVE DATE REQUESTED: MONTH 04 | DAY 10 | YEAR 66

5. CATEGORY OF EMPLOYMENT: REGULAR

6. FUNDS: V TO V | V TO CF | CF TO V | X CF TO CF

7. COST CENTER NO. CHARGEABLE: 6136-1231

8. LEGAL AUTHORITY (Completed by Office of Personnel): PL 88-643 Sect. 203

9. ORGANIZATIONAL DESIGNATIONS:
DDP/WE
FOREIGN FIELD
PARIS STATION
INTERNAL OPERATIONS SECTION

10. LOCATION OF OFFICIAL STATION: PARIS, FRANCE

11. POSITION TITLE: OPS OFFICER

12. POSITION NUMBER: 0885

13. CAREER SERVICE DESIGNATION: D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.): GS

15. OCCUPATIONAL SERIES: 0136.01

16. GRADE AND STEP: 15 5

17. SALARY OR RATE: $19,415

18. REMARKS:
EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION.

18A. SIGNATURE OF REQUESTING OFFICIAL | DATE SIGNED | 18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER | DATE SIGNED

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. EMPLOY. CODE	21. OFFICE CODING NUMERIC	ALPHABETIC	22. STATION CODE	23. INTEGREE CODE	24. HDQTRS. CODE	25. DATE OF BIRTH MO. DA. YR.	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.
28	10	5064	WE	24045		3	[illegible]	[illegible] 3 [illegible]	01 31 65

28. NTE EXPIRES MO. DA. YR. | 29. SPECIAL REFERENCE: 82 | 30. RETIREMENT DATA 1—CSC 3—FICA 5—NONE CODE: 2 | 31. SEPARATION DATA CODE | 32. CORRECTION CANCELLATION DATA TYPE MO. DA. YR. | EOD DATA | 33. SECURITY REQ. NO. | 34. SEX

35. VET PREFERENCE CODE 0—NONE 1—5 PT 2—10 PT. | 36. SERV. COMP. DATE MO. DA. YR. | 37. LONG. COMP. DATE MO. DA. YR. | 38. CAREER CATEGORY CAR/RESV PROV. TEMP CODE | 39. FEGLI HEALTH INSURANCE CODE 0—WAIVER 1—YES HEALTH INS. CODE | 40. SOCIAL SECURITY NO.

41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0—NO PREVIOUS SERVICE 1—NO BREAK IN SERVICE 2—BREAK IN SERVICE (LESS THAN 3 YEARS) 3—BREAK IN SERVICE (MORE THAN 3 YEARS) | 42. LEAVE CAT. CODE | 43. FEDERAL TAX DATA FORM EXECUTED 1—YES 2—NO CODE NO. TAX EXEMPTIONS | 44. STATE TAX DATA FORM EXECUTED 1—YES 2—NO CODE NO. TAX EXEMP. STATE CODE

45. POSITION CONTROL CERTIFICATION: 04-01-[illegible]

46. OP APPROVAL: See memo signed by D/Pers dated 31 MAR 1966 — Don H. Lutticken [illegible]

DATE APPROVED: 31 Mar 66

FORM 5-63 1152 USE PREVIOUS EDITION

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

OP-2 1-66

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 10 FEBRUARY 1964

1. SERIAL NUMBER	2. NAME (Last-First-Middle)
006102	[redacted] Richardson, Jacques

3. NATURE OF PERSONNEL ACTION	4. EFFECTIVE DATE REQUESTED (MONTH / DAY / YEAR)	5. CATEGORY OF EMPLOYMENT
REASSIGNMENT	02 / 15 / 64	REGULAR

6. FUNDS	V TO V	V TO CF	CF TO V	CF TO CF	7. COST CENTER NO. CHARGEABLE	8. LEGAL AUTHORITY (Completed by Office of Personnel)
				CC	4136-6250-1012	

9. ORGANIZATIONAL DESIGNATIONS	10. LOCATION OF OFFICIAL STATION
DDP WE PARIS STATION INTERNAL OPERATIONS SECTION	PARIS, FRANCE

7
6

11. POSITION TITLE	12. POSITION NUMBER	13. CAREER SERVICE DESIGNATION
OPS OFFICER	0885	D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
GS (14)	0136.01	15 4	$ 17,210

18. REMARKS

FROM: DDP WE/PARIS STATION/0886.

PRA IN ACCORDANCE WITH HR 20-21c (2) FOR DURATION OF TOUR.

NTE ~~November 1967~~ 03/14/66

CS/PD

18A. SIGNATURE OF REQUESTING OFFICIAL	DATE SIGNED	18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER	DATE SIGNED
GEORGE MOGANNAM, AC/WE/PT	6 Mar 64	[signature]	10 Mar 64

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC	ALPHABETIC	22. STATION CODE	23. INTEGREE CODE	24. HQTRS. CODE	25. DATE OF BIRTH MO. DA. YR.	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.
37	10	50600	WE	54015		3	06 [illegible] 24		

28. NTE EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA (1—CSC, 2—FICA, 3—NONE) CODE	31. SEPARATION DATA CODE	32. CORRECTION CANCELLATION DATA TYPE / MO. DA. YR.	EOD DATA	33. SECURITY REQ. NO.	34. SEX
03 14 66 ~~11 30 67~~	182						

35. VET PREFERENCE CODE (0—NONE, 1—5 PT, 2—10 PT.)	36. SERV. COMP. DATE MO. DA. YR.	37. LONG. COMP. DATE MO. DA. YR.	38. CAREER CATEGORY (CAR RESV, PROV TEMP) CODE	39. FEGLI/HEALTH INSURANCE CODE (0—WAIVER, 1—YES)	HEALTH INS. CODE	40. SOCIAL SECURITY NO.

41. PREVIOUS GOVERNMENT SERVICE DATA CODE (0—NO PREVIOUS SERVICE, 1—NO BREAK IN SERVICE, 2—BREAK IN SERVICE (LESS THAN 3 YEARS), 3—BREAK IN SERVICE (MORE THAN 3 YEARS))	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA: FORM EXECUTED (1—YES, 2—NO)	CODE	NO. TAX EXEMPTIONS	44. STATE TAX DATA: FORM EXECUTED (1—YES, 2—NO)	CODE	NO. TAX EXEMP.	STATE CODE

45. POSITION CONTROL CERTIFICATION	46. O P APPROVAL	DATE APPROVED
[signature] 3/19/64	[signature]	17 Mar 64

FORM 6-63 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

14-00000

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 11 AUGUST 1963

xxB

1. SERIAL NUMBER	2. NAME (Last-First-Middle)
[redacted]	Richardson, Jacques [redacted]

3. NATURE OF PERSONNEL ACTION	4. EFFECTIVE DATE REQUESTED (MONTH / DAY / YEAR)	5. CATEGORY OF EMPLOYMENT
REASSIGNMENT	12 / 8 / 63	REGULAR

6. FUNDS	V TO V	V TO CF	CF TO V	CF TO CF	7. COST CENTER NO. CHARGEABLE	8. LEGAL AUTHORITY (Completed by Office of Personnel)
				CC	4136-6250-1012	

9. ORGANIZATIONAL DESIGNATIONS	10. LOCATION OF OFFICIAL STATION
DDP WE PARIS STATION EXTERNAL OPS SECTION	PARIS, FRANCE

11. POSITION TITLE	12. POSITION NUMBER	13. CAREER SERVICE DESIGNATION
OPS OFFICER	~~0887~~ 0886	D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
GS	0136.01	15 4	$ 16,005

18. REMARKS

FROM: DDP SR FOREIGN FIELD/WE AREA/FRANCE/PARIS/0240

PRAed IN ACCORDANCE WITH HR 20-580, PARA 4 (b). 10/2 4/63

COPIES SENT TO FINANCE AND SECURITY.

ROOGO... COORD ... cm

18A. SIGNATURE OF REQUESTING OFFICIAL	DATE SIGNED	18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER	DATE SIGNED
GEORGE MOGANNAM, AC/WE/PT		[signature]	15 Oct 63

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. EMPLOY. CODE	21. OFFICE CODING (NUMERIC / ALPHABETIC)	22. STATION CODE	23. INTEGREE CODE	24. HQTRS CODE	25. DATE OF BIRTH (MO. DA. YR.)	26. DATE OF GRADE	27. DATE OF LEI
27	10	50600 / WE	24045		3	[illegible]		

28. NTE EXPIRES (MO. DA. YR.)	29. SPECIAL REFERENCE	30. RETIREMENT DATA (1 - CSC, 3 - FICA, 5 - NONE)	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA	33. SECURITY REQ. NO.	34. SEX
10 12 65	84			EOD DATA		

35. VET. PREFERENCE (0 - NONE, 1 - 5 PT., 2 - 10 PT.)	36. SERV. COMP. DATE	37. LONG. COMP. DATE	38. CAREER CATEGORY (CAR/RESV, PROV/TEMP)	39. FEGLI / HEALTH INSURANCE	SOCIAL SECURITY NO.

41. PREVIOUS GOVERNMENT SERVICE DATA (0 - NO PREVIOUS SERVICE, 1 - NO BREAK IN SERVICE, 2 - BREAK IN SERVICE (LESS THAN 3 YRS), 3 - BREAK IN SERVICE (MORE THAN 3 YRS))	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA	44. STATE TAX DATA

45. POSITION CONTROL CERTIFICATION	46. C.P. APPROVAL	DATE APPROVED
W. Rearney 10/22/63	[signature]	15 Oct 63

FORM 4-62 1152 OBSOLETE PREVIOUS EDITION AND FORM 1152a.

SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

14-00000

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 23 January 1963

1. SERIAL NUMBER	[illegible] 402
2. NAME (Last-First-Middle)	[redacted] [illegible]
3. NATURE OF PERSONNEL ACTION	Promotion
4. EFFECTIVE DATE REQUESTED (MONTH / DAY / YEAR)	02 / 03 / 63
5. CATEGORY OF EMPLOYMENT	Regular
6. FUNDS	V TO V; CF TO V; V TO CF; X CF TO CF
7. COST CENTER NO. CHARGEABLE	3134 4008 1000
8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS	DDP/SR - FOREIGN FIELD Western European Area France Paris
10. LOCATION OF OFFICIAL STATION	Paris, France
11. POSITION TITLE	Ops Officer
12. POSITION NUMBER	0240
13. CAREER SERVICE DESIGNATION	D
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	GS
15. OCCUPATIONAL SERIES	0136.01
16. GRADE AND STEP	15 4
17. SALARY OR RATE	$ 16005

18. REMARKS
From same slot.

PRA in accordance with HR 20-21c(3) for a period not to exceed 2 years.

18A. SIGNATURE OF REQUESTING OFFICIAL	A. Busby ANDREW L. BUSBY, C/SR/PERSONNEL
DATE SIGNED	
18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER	[illegible signature]
DATE SIGNED	24 Jan 63

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	22
20. EMPLOY. CODE	10
21. OFFICE CODING (NUMERIC / ALPHABETIC)	60600 / SR
22. STATION CODE	21265
23. INTEGREE CODE	
24. HQTRS CODE	3
25. DATE OF BIRTH (MO. DA. YR.)	01 / 30 / 24
26. DATE OF GRADE (MO. DA. YR.)	02 / 03 / 63
27. DATE OF LEI (MO. DA. YR.)	02 / 03 / 63
28. NTE EXPIRES (MO. DA. YR.)	
29. SPECIAL REFERENCE	80
30. RETIREMENT DATA (1 - CSC; 3 - FICA; 4 - NONE) / CODE	
31. SEPARATION DATA CODE	
32. CORRECTION/CANCELLATION DATA (TYPE; MO. DA. YR.)	
EOD DATA	
33. SECURITY REQ. NO.	
34. SEX	
35. VET. PREFERENCE (CODE; 0 - NONE; 1 - 5 PT.; 2 - 10 PT.)	
36. SERV. COMP. DATE (MO. DA. YR.)	
37. LONG. COMP. DATE (MO. DA. YR.)	
38. MIL. SERV. CREDIT/LCD (1 - YES; 2 - NO) / CODE	
39. FEGLI / HEALTH INSURANCE (CODE; 0 - WAIVER; 1 - YES; HEALTH INS. CODE)	
40. SOCIAL SECURITY NO.	
41. PREVIOUS GOVERNMENT SERVICE DATA (CODE; 0 - NO PREVIOUS SERVICE; 1 - NO BREAK IN SERVICE; 2 - BREAK IN SERVICE (LESS THAN 12 MOS); 3 - BREAK IN SERVICE (MORE THAN 12 MOS))	
42. LEAVE CAT. CODE	
43. FEDERAL TAX DATA (FORM EXECUTED 1 - YES, 2 - NO; CODE; NO. TAX EXEMPTIONS)	
44. STATE TAX DATA (FORM EXECUTED 1 - YES, 2 - NO; CODE; NO. TAX EXEMP.; STATE CODE)	
45. POSITION CONTROL CERTIFICATION	MMO 8 FEB 1963
46. O.P. APPROVAL	[illegible signature]
DATE APPROVED	

(4)

FORM 8-61 1152 USE PREVIOUS EDITION.

SECRET

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 9 July 1962

X: B

1. SERIAL NUMBER: [illegible]
2. NAME (Last-First-Middle): [illegible] [redacted] [illegible]
3. NATURE OF PERSONNEL ACTION: Excepted Appointment (Career)
4. EFFECTIVE DATE REQUESTED: MONTH 08 DAY 05 YEAR 62
5. CATEGORY OF EMPLOYMENT: Regular
6. FUNDS: V TO V / V TO CF / CF TO V / X CF TO CF
7. COST CENTER NO. CHARGEABLE: 3134 4008 1000
8. LEGAL AUTHORITY (Completed by Office of Personnel): [illegible]
9. ORGANIZATIONAL DESIGNATIONS: DDP/SR, Western European Area, France, Paris
10. LOCATION OF OFFICIAL STATION: Paris, France
11. POSITION TITLE: Ops Officer D
12. POSITION NUMBER: 240
13. CAREER SERVICE DESIGNATION: D
14. CLASSIFICATION SCHEDULE (GS, LB, etc.): GS 14
15. OCCUPATIONAL SERIES: 0136.01
16. GRADE AND STEP: 14 06
17. SALARY OR RATE: $ 13[illegible] 510 pa

18. REMARKS:
~~[illegible] 16 July 62;~~ Last day at Headquarters will be 31 July 1962
Departing U. S. around ~~XXXXXXXX~~ end of August 1962.

259's submitted.

Copy furnished Office of Security.
c 7/54

WE concurrence on the telephone 11 July by Roland Aulin, Acting DC/WE
D M Collins

Recorded CSPD
[illegible]

18A. SIGNATURE OF REQUESTING OFFICIAL: [signature]
ANDREW L. BUSBY, C/SR/PERSONNEL
DATE SIGNED:

18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER: D M Collins
DATE SIGNED: 24 July '62

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE: 13
20. EMPLOYEE CODE: 11
21. OFFICE CODING: NUMERIC [illegible] ALPHABETIC SR
22. STATION CODE: 24665
23. INTEGREE CODE:
24. HOURS CODE: 3
25. DATE OF BIRTH: MO. 01 DA. 20 YR. 24
26. DATE OF GRADE: 01 16 55
27. DATE OF LEI: 01 05 61
28. NTE EXP RES: MO. DA. YR.
29. SPECIAL REFERENCE:
30. RETIREMENT DATA: 1 = CSC, 3 = FICA, 4 = NONE; CODE 1
31. SEPARATION DATA CODE:
32. CORRECTION/CANCELLATION DATA: TYPE, MO. DA. YR.
EOD DATA
33. SECURITY REQ. NO.: 26102
34. SEX: M
35. VET. PREFERENCE: CODE 1 (1 = NONE, 2 = 5 PT., 3 = 10 PT.)
36. SERV. COMP. DATE: MO. 03 DA. 07 YR. 44
37. LONG. COMP. DATE: MO. 11 DA. 20 YR. 49
38. MIL. SERV. CREDITED: 1 = YES, 2 = NO; CODE C
39. FEGLI / HEALTH INSURANCE: CODE 1 (0 = WAIVED, 1 = YES); HEALTH INS. CODE
40. SOC. SECURITY NO.: 042-20-5339
41. PREVIOUS GOVERNMENT SERVICE DATA: CODE 1 (0 = NO PREVIOUS SERVICE, 1 = NO BREAK IN SERVICE, 2 = BREAK IN SERVICE (LESS THAN 12 MOS), 3 = BREAK IN SERVICE (MORE THAN 12 MOS))
42. LEAVE CAT. CODE: 8
43. FEDERAL TAX DATA: FORM EXECUTED (1 = YES, 2 = NO); CODE C; NO. TAX EXEMPTIONS C —
44. STATE TAX DATA: FORM EXECUTED (1 = YES, 2 = NO) 2; CODE; NO. TAX EXEMP. —; STATE CODE —
45. POSITION CONTROL CERTIFICATION: [illegible] 8-15-62
46. O.P. APPROVAL: Joseph B Kagan [illegible]
DATE APPROVED: 7/24/62

SECRET

FORM 8-61 1152 USE PREVIOUS EDITION (4)

14-00000

6 August 1952

[redacted]

Memorandum in Lieu of Fitness Report

Subject:

My last statements concerning the performance of [illegible] should be extended to cover the remainder of his service as Chief of SR/3. He departed headquarters for a field assignment 31 July 1952.

[illegible] C. JOHNSON
Chief of Operations and Plans
SR Division

CONCUR: [illegible]
Chief, SR Division

14-00000

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED: 9 July 1962

1. SERIAL NUMBER	2. NAME (Last-First-Middle)
006102	RICHARDSON/JACQUES Jr

3. NATURE OF PERSONNEL ACTION	4. EFFECTIVE DATE REQUESTED (Month Day Year)	5. CATEGORY OF EMPLOYMENT
Resignation	08 04 62	Regular

6. FUNDS	X V TO V	V TO CF	7. COST CENTER NO. CHARGEABLE	8. LEGAL AUTHORITY (Completed by Office of Personnel)
	CF TO V	CF TO CF	8234 1300 1000	

9. ORGANIZATIONAL DESIGNATIONS	10. LOCATION OF OFFICIAL STATION
DDP/SR SR/6 Office of the Chief	Washington, D. C.

11. POSITION TITLE	12. POSITION NUMBER	13. CAREER SERVICE DESIGNATION
Ops Officer (Br Ch)	0350	D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
GS	0136.01	14 06	$ 13,570 13510

18. REMARKS

Copy furnished Vouchered Payroll.

18A. SIGNATURE OF REQUESTING OFFICIAL	DATE SIGNED	18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER	DATE SIGNED
ANDREW L. BUSSY, C/SR/PERSONNEL		[signature]	7/17/62

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. EMPLOYEE CODE	21.	22. STATION CODE	23.	24.	25. DATE OF BIRTH	26.	27.
45	10		2013			01 20 24		

28.	29.	30. RETIREMENT DATA	31.	32.	33.	34.
			1.82 CO, 9.1		EOD DATA	

35. VET. PREFERENCE	36.	37.	38.	39.	40. SOCIAL SECURITY NO.

41. PREVIOUS GOVERNMENT SERVICE DATA	42.	43. FEDERAL TAX DATA	44. STATE TAX DATA

45. POSITION CONTROL CERTIFICATION	46. C.P. APPROVAL	DATE APPROVED
Jul 15 62	[signature]	7/24/62

FORM 8-61 1152 USE PREVIOUS EDITION (4)

SECRET

14-00000

SECRET
(When Filled In)

EMPLOYEE NOTICE OF RESIGNATION

I RESIGN EFFECTIVE 4 August 1962 (Date) FOR THE FOLLOWING REASONS:

To accept private employment.

MY LAST WORKING DAY WILL BE	DATE SIGNED	SIGNATURE OF EMPLOYEE
4 August 62	23 July 62	[signature]

FORWARD COMMUNICATIONS, INCLUDING SALARY CHECKS AND BONDS, TO THE FOLLOWING ADDRESS (Number, Street, City, Zone, State)

INSTRUCTIONS

Items 1 thru 7 and Items 9 thru 18a - The initiating office should fill in each of the referenced items. Items 3 thru 7 and 9 thru 18 require information which pertains only to the action requested, and NOT to the current status of the employee unless specific items remain unchanged.

Item 5 - "Category of Employment" should show one of the following entries:

Regular	Summer	WAE
Part Time	Detail Out	Consultant
Temporary	Detail In	Military
Temporary - Part Time		

Item 9 - "Organizational Designations" should show all levels of organization pertinent to identifying the location of the position:

Major Component (Director, Deputy Director, etc.)
Office, Major Staff, etc.
Division or Staff (subordinate to first line)
Branch
Section
Unit

Item 11 - "Position Title" should reflect the standard abbreviated title given in the most current edition of the Position Control Register or reported on Form 261, Staffing Complement Change Authorization.

Item 18b - Signature should be that of the official authorized to approve for the Career Service to which the employee belongs. If more than one Career Service is involved, the gaining Career Service should approve and the other Career Service should concur in Item 18, Remarks.

ROUTING - The original only of this form will be forwarded to the Office of Personnel through the appropriate Career Service official(s). In the case of requests specified in HB 20-800-1, which require advance approval of or notification to the Office of Security or the Office of the Comptroller, one copy only will be sent to the Office(s) concerned.

SECRET

[illegible]: 16 AUG 62

[illegible]

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER: [illegible]6122

2. NAME (LAST-FIRST-MIDDLE): RICHARDSON JACQUES

3. NATURE OF PERSONNEL ACTION: RESIGNATION

4. EFFECTIVE DATE: MO. [illegible] | DA. [illegible]4 | YR. 62

5. CATEGORY OF EMPLOYMENT: REGULAR

6. FUNDS: X

V TO V	V TO CF
CF TO V	CF TO CF

7. COST CENTER NO. CHARGEABLE: 3234 [illegible]

8. CSC OR OTHER LEGAL AUTHORITY:

9. ORGANIZATIONAL DESIGNATIONS:

10. LOCATION OF OFFICIAL STATION:

11. POSITION TITLE: OPS OFF [illegible] BR [illegible]

12. POSITION NUMBER: [illegible]5[illegible]

13. CAREER SERVICE DESIGNATION: [illegible]

14. CLASSIFICATION SCHEDULE (GS, LB, etc.): GS

15. OCCUPATIONAL SERIES: [illegible]136.[illegible]

16. GRADE AND STEP: [illegible]4 6

17. SALARY OR RATE: [illegible]35[illegible]

18. REMARKS:

SIGNATURE OR OTHER AUTHENTICATION

[illegible]

Form 1150 4-62 Use Previous Edition (4-61)

14-00000

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED Mo	Da	Yr		V to V	V to UV
09	12	60	XX	UV to V	UV to UV

1. Serial No.	2. Name (Last-First-Middle)	3. Date of Birth Mo / Da / Yr	4. Vet. Pref. None-0, 5 Pt.-1, 10 Pt.-2 / Code	5. Sex	6. CS - EOD Mo / Da / Yr
006102	JACQUES G RICHARDSON / RICHARDSON, JACQUES	01 20 24	1	M	

7. SCD Mo / Da / Yr	8. CSC Retmt. Yes-1 No-2 / Code	9. CSC Or Other Legal Authority	10. Apmt. Affidav. Mo / Da / Yr	11. FEGLI Yes-1 No-2 / Code	12. LCD Mo / Da / Yr	13. MIL. SERV. CREDIT. LCD Yes-1 No-2 / Code
				1		

PREVIOUS ASSIGNMENT

14. Organizational Designations	Code	15. Location Of Official Station	Station Code
DDP SR FAR EAST AREA TOKYO STATION SOVIET BRANCH		TOKYO, JAPAN	

16. Dept.-Field (Dept.- Usfld- Frgn-) Code	17. Position Title	18. Position No.	19. Serv.	20. Occup. Series
3	OPS OFFICER BR CH	189	GS	0136.01

21. Grade & Step	22. Salary Or Rate	23. SD	24. Date Of Grade Mo / Da / Yr	25. PSI Due Mo / Da / Yr	26. Appropriation Number
14 4	$ 12,990	D	11 11 55	7 12 61	1134 7000 3000

ACTION

27. Nature Of Action	Code	28. Eff. Date Mo / Da / Yr	29. Type Of Employee	Code	30. Separation Date
REASSIGNMENT TRANSFER OF FUNDS to Vouchers		10 02 60	REGULAR		

PRESENT ASSIGNMENT

31. Organizational Designations	Code	32. Location Of Official Station	Station Code
DDP SR SR 6 OFFICE OF THE CHIEF		WASH., D. C.	

33. Dept.-Field (Dept.- Usfld- Frgn-) Code	34. Position Title	35. Position No.	36. Serv.	37. Occup. Series
1	OPS OFFICER - BR CH	50 D-15	GS	0136.01

38. Grade & Step	39. Salary Or Rate	40. SD	41. Date Of Grade Mo / Da / Yr	42. PSI Due Mo / Da / Yr	43. Appropriation Number
14 4	$ 12,990	D			1234 1000 1000

SOURCE OF REQUEST

A. Requested By (Name And Title): ANDREW L. BUSBY CH/SR/PERSONNEL — A. Busby

C. Request Approved By (Signature And Title):

B. For Additional Information Call (Name & Telephone Ext.): E. C. JOHNSON X4407

CLEARANCES

Clearance	Signature	Date	Clearance	Signature	Date
A. Career Board	[signature]	9/16/60	D. Placement		
B. Pos. Control	[initials]	10-15-60	E.		
C. Classification			F. Approved By	[signature]	

Remarks: Two copies of this action have been forwarded to the Office of Security.

[stamp] CSPD 10 5 [illegible]

w/o file

FORM 12-57 1152a USE PREVIOUS EDIT. (4)

SECRET

14-00000

SECRET
(When Filled In)

NAME OF EMPLOYEE (Last-First-Middle)	NAME AND RELATIONSHIP OF DEPENDENT*	CLAIM NUMBER
Richardson Jacques G.	X	59-41

There is on file in the Casualty Affairs Branch, Benefits and Casualty Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, ~~or death~~ incurred on 3 November 1958

This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

DATE OF NOTICE	SIGNATURE OF BCD REPRESENTATIVE
28 AUG 1959	B. DeFelice

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

FORM 9-58 1076 USE PREVIOUS EDITION. SECRET (4-21-35)

14-00000

SECRET
(When Filled In)

NAME OF EMPLOYEE (LAST-FIRST-MIDDLE)	DATE OF BIRTH	CASE OR CLAIM NUMBER
RICHARDSON, Jacques G.	Unk	58-201

There is on file in the Casualty Affairs Branch, Benefits and Casualty Division, Office of Personnel, an Official Disability Claim File on the above named employee for an illness, injury, ~~or death~~ incurred on 4 Feb 1958.

This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

DATE OF NOTICE	SIGNATURE OF BCD REPRESENTATIVE
15 July 1958	[signature]

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

FORM NO. 1076
1 SEP 56

(4-21-35)

14-00000

SECRET

STANDARD FORM 52

REQUEST FOR PERSONNEL ACTION

VOUCHERED TO CONFIDENTIAL

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr.—Miss—Mrs—One given name, initial(s), and surname): MR JACQUES G. RICHARDSON
2. DATE OF BIRTH: 20 Jan 1924
3. REQUEST NO.:
4. DATE OF REQUEST: 13 Dec 54
5. NATURE OF ACTION REQUESTED:
A. PERSONNEL (Specify whether appointment, promotion, separation, etc.): PROMOTION
B. POSITION (Specify whether establish, change grade or title, etc.):
6. EFFECTIVE DATE
A. PROPOSED: 5 Jan. '55
B. APPROVED: 16 Jan 1955
7. C.S. OR OTHER LEGAL AUTHORITY:

	FROM—	TO—
8. POSITION TITLE AND NUMBER	Area Ops Officer (Br. Ch.) BC-171-13	Area Ops Officer BCF-189-14
9. SERVICE, GRADE, AND SALARY	GS-0136.01-13 $8360.00 p.a.	GS-0136.01-14 $9600.00 p.a.
10. ORGANIZATIONAL DESIGNATIONS	DDP/SR SR/5	DDP/SR Far East Area Japan Office of the Chief
11. HEADQUARTERS	Washington, D.C.	Tokyo, Japan
12. FIELD OR DEPARTMENTAL	FIELD [ ] DEPARTMENTAL [X]	FIELD [X] DEPARTMENTAL [ ]

4 Jan 55

A. REMARKS (Use reverse if necessary)

PLEASE TRANSFER FROM VOUCHERED TO CONFIDENTIAL FUNDS. $9560.00 MJ

Memo stating why fitness report not necessary. MJ

B. REQUESTED BY (Name and title): Robert W. Muenster

C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension): Phyllis M. Landrum Ext. 3748

D. REQUEST APPROVED BY
Signature: [signature]
Title: DD/P Admin.

13. VETERAN PREFERENCE

NONE	WWII	OTHER	5-PT.	10-POINT DISAB.	10-POINT OTHER
X			X		

14. POSITION CLASSIFICATION ACTION

NEW	VICE	I. A.	REAL.

SD:FI

15. SEX: M
16. RACE: W
17. APPROPRIATION
FROM: 5-3400-20
TO: 5-3400-55-015
18. SUBJECT TO C.S. RETIREMENT ACT (YES—NO): Yes
19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY):
20. LEGAL RESIDENCE [ ] CLAIMED [ ] PROVED
STATE:

21. STANDARD FORM 50 REMARKS

Effective date per Jean in SR 1-11-55 MJ

Conc by Osborne 1-11-55 rev - 1-11-55

22. CLEARANCES	INITIAL OR SIGNATURE	DATE
A.		
B. CEIL. OR POS. CONTROL	MJ	4 Jan
C. CLASSIFICATION		
D. PLACEMENT OR EMPL.	[initials]	5 Jan 55
E.		
F. APPROVED BY	[signature] 1-5-55	

REMARKS:

APPROVED BY
FI CAREER SERVICE BOARD
DATE: DEC 21 1954

SECRET

10—57329—2

SECRET
Security Information

DD/P

PERSONNEL DATA SHEET

NAME: Jacques G. Richardson AGE: 31 DATE: 13 Dec 1954

STATION Washington, D.C.
AND DUTIES: Area Ops Off. DD/P UNIT: SR
(Br. Ch.)
PRESENT GRADE: GS-13

PROPOSED GRADE: GS-14

PRIMARY CAREER
DESIGNATION: SD:FI

PRESENT T/O SLOT BC-171
NUMBER AND GRADE: GS-15

PROPOSED T/O SLOT BCF-189
NUMBER AND GRADE: GS-15

CIA TRAINING:
SOC - 9 Jan - 3 Feb 1950
Ops Course - 20 Feb - 17 Mar 1950
Adv. Ops Course 27 Mar - 21 Apr 1950
CE Course 4 Jan - 22 Jan 1954
Audio-Surveillance 29 Nov - 1 Dec 1954 - Flaps & Seals 2 & 3 Dec 1954
EDUCATION:
University of Michigan, 1945 - BA
Georgetown University - 1951 to 1952

LANGUAGE PROFICIENCY:
Japanese & French - Fluent
Mandarian, Italian, Spanish, Portuguese & German - Fair

ASSESSED: DATE: TYPE OF POSITION: RESULTS:

EXPERIENCE PRIOR TO CIA (excluding SSU-OSS):
Feb 1943 to Aug 1946 - US Army
Sept 1946 to Mar 1948 - Civil Intell. USA
Apr 1948 to Oct 1948 - Civil Intell. 1st Lt. (over)
SUMMARY OF CIA-SSU-OSS ASSIGNMENTS INCLUDING PREVIOUS GRADES AND DATES:
APT - 7-18-50 - Intell Asst. GS-7 - OPC/FE/FE-3, Japan
PRO - 10-1-50 - Intell Officer, GS-9 - OPC/FE/FE-3, Japan
PRO & REAS - 4-29-51 - Intell Officer, GS-11 - OPC/FE/FE-3
PRO - 1-20-52 - Ops Officer - GS-12 - OPC/FE/FE-3
REAS - 2-17-52 - Ops Officer - GS-12 - OPC/EE/EE-4, Great Russian Sec., Wash, D.C.
REAS - 12-7-52 - Intell Officer(Dep.Ch.) GS-12 - DDP/SR - SR-5 O/C
PRO - 7-5-53 - Intell Officer (Dep. Ch) -GS-13 - DDP/SR - SR-5 O/C
REAS - 2-28-54 - Area Ops Off. (Br. Ch.) GS-13 - DDP/SR - SR-5

RECOMMENDED BY: CONCURRENCES:

Chief, SR/Admin [signature] Chief, SR [signature]

RECOMMENDATION ~~OF CAREER~~ SERVICE BOARD:

14-00000

EXPERIENCE PRIOR TO CIA(excluding SSU-OSS)

Publications"Press Censorship in Japan" Army Info Digest Nov 1949 to Numerous news items, 2 editorials while editor, graduate term papers on Yugoslavia, China, Korea & Afghanistan.

OF_E OF PERSONNEL
DEC 28 2 39 PM '54
MAIL ROOM

14-00000

STANDARD FORM 52

REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr.—Miss—Mrs.—One given name, initial(s), and surname)	2. DATE OF BIRTH	3. REQUEST NO.	4. DATE OF REQUEST
Jacques G. Richardson	20 [illegible]		

5. NATURE OF ACTION REQUESTED:
A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)
Reassignment

B. POSITION (Specify whether establish, change grade or title, etc.)

6. EFFECTIVE DATE A. PROPOSED: 14 Feb 1954
B. APPROVED:

7. C.S. OR OTHER LEGAL AUTHORITY

	FROM—		TO—
8. POSITION TITLE AND NUMBER	DEPUTY CHIEF (FO) ~~Intell Officer (Dep. Chief)~~ FC-190-13		Area Ops Officer (Br. Ch.) FC-171-13
9. SERVICE, GRADE, AND SALARY	GS-132-13 $8360.00		GS-0136.01-13 $8360.00
10. ORGANIZATIONAL DESIGNATIONS	~~DDP/SR~~ SR-5 (Far East Branch) Office of the Chief		DDP/SR SR-5
11. HEADQUARTERS	~~Washington, D.C.~~		Washington, D.C.
12. FIELD OR DEPARTMENTAL	[ ] FIELD [X] DEPARTMENTAL		[ ] FIELD [X] DEPARTMENTAL

A. REMARKS (Use reverse if necessary)

B. REQUESTED BY (Name and title)
Charles H. Dixson

C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)
Phyllis M. Landrum Ext. 3748

D. REQUEST APPROVED BY
Signature: Charles H. Dixson
Title: SR Personnel Officer

13. VETERAN PREFERENCE

NONE	WWII	OTHER	5-PT.	10-POINT DISAB.	10-POINT OTHER
	X		X		

14. POSITION CLASSIFICATION ACTION

NEW	VICE	I.A.	SEC.

CD:FT

15. SEX	16. RACE	17. APPROPRIATION
M	W	FROM: 4-3400-20 TO: 4-3400-20

18. SUBJECT TO C.S. RETIREMENT ACT (YES—NO)

19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)

20. LEGAL RESIDENCE [ ] CLAIMED [ ] PROVED
STATE:

21. STANDARD FORM 50 REMARKS

22. CLEARANCES	INITIAL OR SIGNATURE	DATE
A.		
B. CEIL. OR POS. CONTROL	[illegible]	2/16
C. CLASSIFICATION		
D. PLACEMENT OR EMPL.	[illegible]	[illegible]
E.		
F. APPROVED BY	Roy W. Bean 2/18/54	

REMARKS: [illegible handwriting]

10—52

14-00000

STANDARD FORM 52

CONFIDENTIAL
Security Information

REQUEST FOR PERSONNEL ACTION

VOUCHERED

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr.—Miss—Mrs.—One given name, initial(s), and surname)	2. DATE OF BIRTH	3. REQUEST NO.	4. DATE OF REQUEST
Mr. Jacques D. Richardson	20 Jan. 1924		30 ~~Mar.~~ May 1953

5. NATURE OF ACTION REQUESTED:
A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)
Promotion

B. POSITION (Specify whether establish, change grade or title, etc.)

6. EFFECTIVE DATE
A. PROPOSED:
B. APPROVED: 5 July 53

7. C. S. OR OTHER LEGAL AUTHORITY

FROM—		TO—
Deputy Chief I.C. BC-190-12	8. POSITION TITLE AND NUMBER	Deputy Chief I.C. BC-190-13
GS-132-12 $7040.00	9. SERVICE, GRADE, AND SALARY	GS-132-13 $8360.00
DDP/SR Division SR-5 Far East Office of the Chief	10. ORGANIZATIONAL DESIGNATIONS	DDP/SR Division SR-5 Far East Office of the Chief
Washington, D.C.	11. HEADQUARTERS	Washington, D.C.
☐ FIELD ☒ DEPARTMENTAL	12. FIELD OR DEPARTMENTAL	☐ FIELD ☒ DEPARTMENTAL

A. REMARKS (Use reverse if necessary)

BC-190

LTBek
DDP/ADM 25 June 53

APPROVED BY
FI CAREER SERVICE BOARD
DATE: JUN 24 1953

B. REQUESTED BY (Name and title)
~~Chief~~ Charles H. Dixson [signature]

D. REQUEST APPROVED BY
Signature: Dorris B. Powell
Title: FI/CMO.

C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)
Phyllis M. Landrum Ext. 3748

13. VETERAN PREFERENCE

NONE	WWII	OTHER	5-PT.	10-POINT DISAB	10-POINT OTHER

14. POSITION CLASSIFICATION ACTION

NEW	VICE	L.A.	REAL.

FI

15. SEX
16. RACE
17. APPROPRIATION
FROM:
TO:

18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)

19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)

20. LEGAL RESIDENCE
☐ CLAIMED ☐ PROVED
STATE:

21. STANDARD FORM 50 REMARKS

22. CLEARANCES	INITIAL OR SIGNATURE	DATE
A.		
B. CEIL. OR POS. CONTROL		
C. CLASSIFICATION		
D. PLACEMENT OR EMPL.	OCD	1 July
E.		

REMARKS:

F. APPROVED BY
[signature] 7/1/53

CONFIDENTIAL
Security Information

16—67829-8

14-00000

REGISTER NO.

PERSONNEL ACTION REQUEST

NAME: RICHARDSON, Jacques G.	REQUESTED EFFECTIVE DATE: 17 Feb.
	WHEN LEAVING (VOUCHERED):
NATURE OF ACTION: Reassignment	LAST WORKING DAY:
	EMPLOYEE'S SIGNATURE:

	FROM	TO
TITLE	Operations Officer	Operations Officer
GRADE AND SALARY	GS-12 $7040	GS-12 $7040
OFFICE	OPC	OPC
DIVISION	FE	FE
BRANCH AND SECTION	FE-3	FE-4 Great Russian Section
OFFICIAL STATION	Washington, D. C.	Washington, D. C.
	DEPARTMENTAL [X] FIELD [ ]	DEPARTMENTAL [X] FIELD [ ]

REMARKS:

~~S.617~~

(3. 480) JK

132

~~#~~ 510

KJR

RECOMMENDED: 5 Jan. 52 (DATE)

[signature] (SIGNATURE OF OFFICE CHIEF, DIVISION CHIEF OR ADM. OFFICER)

FOR USE OF PERSONNEL ONLY

PLACEMENT	TRANSACTIONS AND RECORDS 2123900
DATE QUALIFICATIONS APPROVED	APPROPRIATION:
	ALLOTMENT: 2011
CLEARANCE REQUESTED: DATE / TYPE	C. S. C. AUTHORITY: Sch A 6 x (6 d)
CLEARANCE APPROVED: DATE / TYPE	DATE 2-15-52 SIGNATURE [signature]
DATE / SIGNATURE	PERSONNEL RELATIONS
	DATE / SIGNATURE [signature]
CLASSIFICATION	
BUREAU NO. 9845 / C. S. C. NO. / DATE APPROVED 1/17/52	APPROVALS [ ] SUBJECT TO SECURITY CLEARANCE
NEW / VICE / L.A. ✓ / REAL.	DATE / SIGNATURE OF EXECUTIVE
DATE 2/5/52 SIGNATURE [signature: Gilbert]	DATE / SIGNATURE OF DIVISION CHIEF [signature]
EFFECTIVE DATE	

FORM NO. 37-3
JUL 1950

U. S. GOVERNMENT PRINTING OFFICE 16—62480-1

14-00000

PERSONN ACTION REQUEST

REGISTER NO:

NAME	REQUESTED EFFECTIVE DATE
RICHARDSON, Jacques G.	20 Jan. 52
NATURE OF ACTION: Promotion	WHEN LEAVING (VOUCHERED) LAST WORKING DAY: EMPLOYEE'S SIGNATURE:

	FROM	TO
TITLE	Operations Officer	Operations Officer
GRADE AND SALARY	GS-11 ~~$5400.00~~ 5940	GS-12 ~~$6400.00~~ 7040
OFFICE	OPC	OPC
DIVISION	FE	FE
BRANCH AND SECTION	FE-3	FE-3
OFFICIAL STATION	Washington, D. C.	Washington, D. C.
	DEPARTMENTAL [X] FIELD [ ]	DEPARTMENTAL [X] FIELD [ ]

REMARKS: S-617

132

9930

RECOMMENDED:

30 Oct. 51 (DATE)

George O. Rudy [signature] Exo/FE (SIGNATURE OF OFFICE CHIEF, DIVISION CHIEF OR ADM. OFFICER)

FOR USE OF PERSONNEL ONLY

PLACEMENT

DATE QUALIFICATIONS APPROVED W. Jones

CLEARANCE REQUESTED		CLEARANCE APPROVED	
DATE	TYPE	DATE	TYPE

DATE | SIGNATURE

CLASSIFICATION

BUREAU NO.	C. S. C. NO.	DATE APPROVED
9845		1/17/52

NEW	VICE	I. A.	REAL
		✓	

DATE 1/17/52 SIGNATURE [signature]

EFFECTIVE DATE

TRANSACTIONS AND RECORDS

APPROPRIATION: 2 2 3 3800

ALLOTMENT: 2017

C. S. C. AUTHORITY: [illegible]

DATE SIGNATURE 1-18-52 SIGNATURE [initials]

PERSONNEL RELATIONS

DATE | SIGNATURE [signature]

APPROVALS [ ] SUBJECT TO SECURITY CLEARANCE

DATE | SIGNATURE OF EXECUTIVE

DATE JAN 1 7 1952 SIGNATURE OF DIVISION CHIEF [signature] Mulcahy

FORM NO. 37-3 JUL 1950

U. S. GOVERNMENT PRINTING OFFICE 16—[illegible]

14-00000

PERSONNEL ACTION REQUEST

REGISTER NO. 5814

NAME: RICHARDSON, JACQUES G.

NATURE OF ACTION: ~~Transfer~~ Promotion

REQUESTED EFFECTIVE DATE: 29 April 51

WHEN LEAVING (VOUCHERED)

LAST WORKING DAY:

EMPLOYEE'S SIGNATURE:

	FROM	TO
TITLE	Intelligence Officer GS-9	Intelligence Officer
GRADE AND SALARY	GS-9, $4600 p/a	GS-11, $5400 p/a
OFFICE	OPC	OPC
DIVISION	FE	FE
BRANCH AND SECTION	FE-3 Japan Sec.	FE-3
OFFICIAL STATION	Washington, D. C.	Washington, D. C.
	DEPARTMENTAL [X] FIELD [ ]	DEPARTMENTAL [X] FIELD [ ]

REMARKS: 178 In grade since ~~14 Feb 51~~ 1 Oct 50

S-14

#5729

RECOMMENDED:

14 March 1951
(DATE)

George A. Kudey(?) RICHARD G. STILWELL, Chief, FE Division
(SIGNATURE OF OFFICE CHIEF, DIVISION CHIEF OR ADM. OFFICER)

FOR USE OF PERSONNEL ONLY

PLACEMENT

DATE QUALIFICATIONS APPROVED: M. Goodheart 30 Mar 51

CLEARANCE REQUESTED — DATE / TYPE

CLEARANCE APPROVED — DATE / TYPE

DATE / SIGNATURE

CLASSIFICATION

BUREAU NO.	C. S. C. NO.	DATE APPROVED
2992	3032	6-2-49

NEW / VICE / L.A. ✓ / REAL

DATE: 3/31/51 SIGNATURE: H. B. Gilbert

EFFECTIVE DATE

TRANSACTIONS AND RECORDS

APPROPRIATION: 2115900

ALLOTMENT: 841-101

C. S. C. AUTHORITY: Sch A 6.116(?)

DATE SIGNATURE: 5-1-51 SIGNATURE: [illegible]

PERSONNEL RELATIONS

DATE / SIGNATURE

APPROVALS

SUBJECT TO SECURITY CLEARANCE

DATE / SIGNATURE OF EXECUTIVE

DATE: 27 Apr SIGNATURE OF DIVISION CHIEF: Charles W. Oeaxar(?)

FORM NO. 37-3
JUL 1950

U. S. GOVERNMENT PRINTING OFFICE 16—62152-1

14-00000

PERSONNEL ACTION REQUEST

REGISTER NUMBER 2938

NAME: RICHARDSON, JACQUES G.	REQUESTED EFFECTIVE DATE: 17 Feb 1951
NATURE OF ACTION: Excepted Appointment	WHEN LEAVING (VOUCHERED) LAST WORKING DAY: EMPLOYEE'S SIGNATURE:

	FROM	TO
TITLE		Intelligence Officer
GRADE AND SALARY		GS-9, $4600 p/a
OFFICE		OPC
DIVISION		FE
BRANCH AND SECTION		FE-3, Japan Section
OFFICIAL STATION		Washington, D. C.
	DEPARTMENTAL [ ] FIELD [ ]	DEPARTMENTAL [X] FIELD [ ]

REMARKS:

132

S-6 FE-39 JBEDICT

#4998

Transfer leave ~~for~~ vouchered funds.

Please move Holland, Anthony from S-6 to S-7, FE-3, Japan, Washington Hdqrs.

Concur for chief Inspection and Security Emmet P[illegible] 1/19/51

Ch of Pers. Security Br. 1/25/51

RECOMMENDED:

9 January 1951
DATE

for RICHARD G. STILWELL, Chief, FE Division
SIGNATURE OF OFFICE CHIEF, DIVISION CHIEF OR ADM. OFFICER

FOR USE OF PERSONNEL ONLY

PLACEMENT	TRANSACTIONS AND RECORDS
DATE QUALIFICATIONS APPROVED: 23 Jan 51 [illegible]	APPROPRIATION: 2113900
CLEARANCE REQUESTED DATE / TYPE; CLEARANCE APPROVED DATE / TYPE	ALLOTMENT: 8 41-101
	CSC AUTHORITY: Sched A 6.1106(L)
DATE / SIGNATURE	DATE SIGNATURE: 2-28-51 SIGNATURE: [illegible]
CLASSIFICATION	PERSONNEL RELATIONS DATE / SIGNATURE
BUREAU NO.: 2977 C.S.C. NO.: 3051 DATE APPROVED: 6-2-49	APPROVALS [ ] SUBJECT TO SECURITY CLEARANCE
NEW / VICE / I.A. ✓ / REAL	DATE / SIGNATURE OF EXECUTIVE
DATE 1/17/51 SIGNATURE Austin J. Thomas [illegible]	DATE / SIGNATURE OF DIVISION CHIEF [illegible]
EFFECTIVE DATE	

FORM NO. 37-3
NOV 1949

GPO 850 50-278

14-00000

SECRET

SECRET

SECRECY AGREEMENT

1. I, Richardson, Jacques E. ~~Dallas L. Caunter~~, understand that by virtue of my duties in the CIA I may be the recipient of information and intelligence which concerns the present and future security of the United States and which belongs to the United States. This information and intelligence, together with the methods of collecting and handling it, are classified according to standards set in the State, War, and Navy Departments. I have read and understand the provisions of the Act of Congress of June 15, 1917 (Espionage Act), as amended, concerning the disclosure of information relating to the National Defense and I am familiar with the penalties provided for violation thereof.

2. I agree that I do not now, nor shall I ever possess any right, interest, title or claim in or to any of the information or intelligence or the methods of collecting or handling of it which has come or shall come to my attention by virtue of my connection with the CIA, but shall always recognize the property right of the United States of America in and to such matters.

3. I do solemnly swear that I will never divulge, publish nor reveal either by word, conduct, or by any other means such classified information, intelligence or knowledge, except in the performance of my official duties ~~and in accordance~~ with the laws of the United States, unless specifically authorized in writing in each case by the CIA.

4. I understand that no change in my assignment or employment will relieve me of my obligation under this oath and that the provisions of this oath will remain binding upon me even after the termination of my services with the United States.

5. I understand that my employment by the CIA is conditioned upon my understanding of and strict compliance with "Security Regulations ____," and the appendices thereto.

6. I take this obligation freely, without any mental reservation or purpose of evasion.

In witness whereof I have set my hand and seal this 21st day of November 1949.

x Dallas L. Caunter ~~(Seal)~~

Sworn to before me this 21st day of November 1949.

at Washington, D.C.

Joseph S. Rel

SECRET SECRET

SECRET

BIOGRAPHIC PROFILE (PART I) [illegible]: 7 [illegible] 1964

1. EMPL. SERIAL NO.	2. NAME	3. AGE	4. DATE OF BIRTH	5. EOD / SVC COMP. DATE
[illegible]	[redacted]	[illegible]	Jan 1921	29 Nov 1949

6. MARITAL STATUS	7. [illegible]	8. YEAR(S) OF BIRTH	9. U.S. NATURALIZATION DATE(S)
Married	[illegible]	3 1923 1950 [illegible]	[illegible]

10. CAREER STAFF STATUS	MEMBERSHIP	OTHER STATUS	LAST MED. RPT. QUAL. FOR	QUAL. FOR
	Jul 1954		Jul 1962 PCS O/S	PCS O/S

11. CURRENT RESERVE STATUS	NONE SERVICE	GRADE	ACTIVE DUTY WITH CIA DATE(S)	RELEASE MIL. SER. DATE(S)	TO BE RETIRED DEF. REQ. DATE(S)
	X				

12. ASSESSMENT DATE	13. PROFESSIONAL TEST DATE	14. [illegible]	[illegible] TEST DATE
None	None	None	

15. NON-CIA EMPLOYMENT

1943-48 Military Service, US Army, 1st Lt. - [illegible] Officer, Japanese Translator [illegible], Liaison Officer

1949 [illegible] Publishing Co, [illegible], Md - [illegible] Editor of [illegible] paper

1949 Baltimore Housing Authority, Md - Administrative Officer

16. NON-CIA EDUCATION

1942 Trinity College, Conn - French

1940-42 Sir George Williams College, Montreal, Canada - French

1945 Univ of Michigan, Army Language School - [illegible](1947); Oriental Civilization, Japanese

1951-52 Georgetown Univ Graduate School - International Relations

17. FOREIGN LANGUAGE ABILITIES (Language, Proficiency, Date Tested)

French - R, P, S, U, [illegible], Inter(Feb 1962), Trans & Interp Aug 1957

Japanese - P, S, U, Inter([illegible] 1962), R, W, Elem; Trans & Interp Aug 1957

18. AGENCY SPONSORED TRAINING

1949-50 UTCA
1950 Intel Orient
1950 Ops
1950 Ops Famil
[illegible] [illegible] Ops
[illegible] [illegible] Surv [illegible]
[illegible] [illegible] Audio Surv [illegible]
[illegible] [illegible] Seals
1960 Cland Serv Review
[illegible] [illegible]
[illegible] [illegible]'s Inst
1962 French

19. CIA EMPLOYMENT HISTORY SINCE 18 SEPT 1947 (Personnel Actions, Military Orders, and Principal Details)

EFFECT. DATE	POSITION TITLE & OCCUPATIONAL CODE		GRADE	SD	ORGANIZATION & ORGAN. TITLE (If any)	LOCATION
Nov 1949	I.O.	0132.[illegible]	7		[illegible]	HQ
Oct 1950	" "	0132.[illegible]	9		[illegible]	"
Apr 1951	" "	0132.[illegible]	11		[illegible] Ch, FE Br	"
Jan 1952	Ops Off	0136.01	12		" " " " "	"
Jul 1953	" "	0136.01	13		DDP/SR/[illegible] Ch, FE Br	
Feb 1954	Area Ops Off	0136.01	13	FI	DDP/SR/Ch, FE Br	Tokyo
Jan 1955	" " "	0136.01	14	DI	DDP/SR/FE Area	Hq
Oct 1960	Ops Off	0136.01	14	D	DDP/SR/Ch, Br 6	Paris
Sep 1962	" "	0136.01	14	D	DDP/SR/WE Area	"
Feb 1963	" "	0136.01	15	D	" " " "	"
Oct 1963	" "	0136.01	15	D	DDP/WE/Internal Ops	"
Mar 1964	" "	0136.01	15	D	DDP/WE/Internal Ops	"
Feb 1967	" "	0136.01	15	D	DDP/EUR/FF/CenReg	

20. DATE REV.	21. PROFILE REVIEWED BY	22. ITEMS 1-19 REVIEWED & VERIFIED BY EMPLOYEE
20 Apr 19[illegible]	[illegible]	No

FORM 1200 [illegible]

SECRET

[illegible]FILE

SECRET

[illegible] PROFILE (PART 2)

PERS. SERIAL NO.

NAME [redacted]

DATE OF BIRTH: [illegible] 192[illegible]

23. SUMMARIES OF EVALUATION REPORTS FOR THE PAST [illegible] YEARS

[redacted]

24. SUMMARY OF CAREER PREFERENCE [illegible] QUESTIONNAIRE

25. IDENTITY OF OTHER DOCUMENTS WHICH SHOULD BE REVIEWED IN DETAIL

26. ADDITIONAL INFORMATION [illegible] 1955 from Director, FBI and the DCI for service in connection [illegible]

Commendation 1955 from CIA Defector Coordinator for cooperation and competence in the handling of two defectors.

Commendation 1955 from the DCI for high degree of personal competence and devotion to [illegible].

Letter of Appreciation 1960 for suggestion which proposed revisions of Form 1050.

Appreciation 1961 from Commandant, USAF Command and Staff College for fine lecture.

27. DATE REVIEWED: 20 Apr 1964

28. PROFILE REVIEWED BY: mch

FORM NO. 1200 (PART 2) REPLACES FORM 1050 (PART 2) WHICH IS OBSOLETE. 1 FEB 57

SECRET

PROFILE

(4)

006102

30 Jan 1924

Married

None

[redacted] EMPLOYMENT

1945-48 Military Service, US Army, [illegible] - Civil Censorship, [illegible], Japanese Translator & Instructor, [illegible]

1949 [illegible] Publishing Co, Baltimore, Md - County [illegible] of weekly paper

1949 Baltimore Housing Authority, Md - Administrative [illegible]

[redacted] [illegible] College, Conn - French

1940-42 Sir George Williams College, Montreal, Canada - French

1945 Univ of Michigan, Army Language School - [illegible], Oriental Civilization, Japanese

1951-52 Georgetown Univ Graduate School - International Relations

FOREIGN LANGUAGE ABILITIES (Language, Proficiency, Date Tested): French - R, [illegible], S, U, [illegible] W, Inter([illegible] 1960), Trans & Interp Aug 1957; Japanese - [illegible], S, U, Inter(Mar 1962); R, W, Elem; Trans & Interp Aug 1957

[redacted] SPONSORED TRAINING

1949-50	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
1950	Intel Orient	[illegible]	[illegible] Surv [illegible]	1962	French
1950	Ops	[illegible]	Oper Audio Surv Equip		
1950	Ops Famil	1951	Maps & Scale		
		1960	[illegible] Surv Review		

EMPLOYMENT HISTORY SINCE [illegible]

EFFECTIVE DATE	POSITION TITLE & OCCUPATIONAL CODE		GRADE	[illegible]	ORGANIZATION	LOCATION
Nov 1949	I.O.	0132.03	7		[illegible]	[illegible]
Oct 1950	" "	0132.03	9		[illegible]	"
Apr 1951	" "	0132.03	11		[illegible]	"
Jan 1952	Ops Off	[illegible]	12		" " "	"
Jul 1953	" "	[illegible]	13		[illegible]	"
Feb 1954	Area Ops Off	[illegible]	13	[illegible]	[illegible]	Tokyo
Jul 1955	" " "	[illegible]	14	[illegible]	[illegible] Area	[illegible]
Oct 1960	Ops Off	[illegible]	14	D	[illegible]	[illegible]
Aug 1962	(Resignation from SE Status)					
Aug 1962	(Excepted Appt to SA Status)					
Sep 1962	Ops Off	0136.01	14	D	SR/WE Area	Paris
Feb 1963	Ops Off	0136.01	15	D	SR/WE Area	"
Oct 1963	Ops Off	0136.01	15	D	WE/External Ops	"
Mar 1964	Ops Off	0136.01	15	D	WE/Internal Ops	"
Feb 1967	Ops Off	0136.01	15	D	EUR/FF/CentReg ParisSta	"

DATE REVISED: 29 Apr 196[illegible]

[illegible] 1200 [illegible] SECRET PROFILE

SECRET

FITNESS REPORT

EMPLOYEE SERIAL NUMBER: [illegible]102

SECTION A — GENERAL

1. NAME (Last) (First) (Middle): [illegible]
2. DATE OF BIRTH: [illegible]
3. SEX: [illegible]
4. GRADE: [illegible]
5. SD: [illegible]
6. OFFICIAL POSITION TITLE: Ops Off
7. OFF/DIV/BR OF ASSIGNMENT: [illegible]
8. CURRENT STATION: Paris
9. CHECK (X) TYPE OF APPOINTMENT: CAREER / RESERVE / TEMPORARY / CAREER-PROVISIONAL (See instructions - Section C) / SPECIAL (Specify):
10. CHECK (X) TYPE OF REPORT: INITIAL / ANNUAL / REASSIGNMENT SUPERVISOR / REASSIGNMENT EMPLOYEE / SPECIAL (Specify):
11. DATE REPORT DUE IN O.P.: [illegible]
12. REPORTING PERIOD (From- to-): [illegible] 1970 to 31 [illegible] 1971

SECTION B — PERFORMANCE EVALUATION

U–Unsatisfactory — Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.

M–Marginal — Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.

P–Proficient — Performance is satisfactory. Desired results are being produced in the manner expected.

S–Strong — Performance is characterized by exceptional proficiency.

O–Outstanding — Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

Specific Duty	Rating Letter
SPECIFIC DUTY NO. 1: [illegible] employment as [illegible] of a foreign scientific publication for the purpose of further developing access to Station's [illegible] and [illegible] the overall cost of the [illegible]	O
SPECIFIC DUTY NO. 2: Uses his cover to gain access to [illegible] and spot leads on eventual access and support [illegible] against the local [illegible]	S
SPECIFIC DUTY NO. 3: Develops and assesses [illegible] with whom he has made contact as well as access prospects to the local [illegible] targets.	P
SPECIFIC DUTY NO. 4: Responds to various station requirements including investigative work.	S
SPECIFIC DUTY NO. 5: Reports on the above activities.	P
SPECIFIC DUTY NO. 6	

OVERALL PERFORMANCE IN CURRENT POSITION

	Rating Letter
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.	S

FORM 7-68 45 OBSOLETE PREVIOUS EDITIONS

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

SECRET

SECTION C	NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

During the period under review, Subject managed to gain full-time employment as a senior executive of an [illegible] government subsidized scientific publication at a time of economic slowdown when jobs were not easy to get. He did this without help from Headquarters or the Station. Such an achievement is a tribute to Subject's fluency in French, his ability to write, his general scientific know-how and his good business sense. Over half of his salary therefore is now paid by this company. In converting to full-time employment, a major adjustment, Subject's contribution to the Station operations in the [illegible] and [illegible] fields against which he is targetted temporarily decreased somewhat. Subject continued, however, to maintain contact with three local [illegible] officials and initiated contact with three others. He also continued to search for new leads to personalities in the priority areas assigned to him. Subject has the capability to call on local scientists or technicians of just about any nationality with the possible exception of [illegible] citizens. He has used this near-unique potential well.

Subject has had occasional difficulty switching from "professional" or intellectual subjects in his development of [illegible] personalities or access prospects to more down-to-earth interests necessary --con't--

SECTION D	CERTIFICATION AND COMMENTS
1.	BY EMPLOYEE
	I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT
DATE: 9 June 1971	SIGNATURE OF EMPLOYEE: /s/
2.	BY SUPERVISOR
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: 18 months	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
	Handling Officer	/s/

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

The Station submitted comments on Subject officer recently in [illegible]-16549 (8 April 1971), to which we should add that Subject has, largely on his own merits, acquired a solid and potentially highly useful cover employment. However, this new employment will demand a very substantial amount of time and energy from Subject, and the unanswerable question at the moment relates to his availability for Organizational tasks. We shall need additional time and careful working with this officer to determine the answer, since the fiscal outlay from the Organization to support his continued stay in Paris is still quite

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
24 May 1971	[illegible]	

SECRET

FITNESS REPORT

Section C (continued)

to the development of human relations. His forte in the [illegible] were in the field of spotting and making operational contacts than in that of more than short-range operational development. Subject's operational situation [illegible] it impossible for him to attempt recruitments. Thus, his very real achievements are not by essence of the spectacular variety.

Subject's reporting has been satisfactory and continues to be copious. He could, however, further improve the selectivity of the leads provided the Station and make more of an effort to "digest" the information contained in his reports.

Although Subject has, at present, no supervisory function, he has repeatedly requested such a responsibility. He is careful with operational expenses and has exercised good security.

During the period under review, additional efforts have been made to make full use of Subject's potential and integrate him further in the work of the Station component with which he works. He is a particularly valuable asset for the Station programs directed against the local [illegible] and [illegible] targets.

Section E. (continued)

substantial. In a word, is it worth it? We do not yet know, although our initial impressions are favorable.

On the fitness report itself, this rater would have preferred an "P" rating for specific duty number one; Subject may ultimately deserve an "S", but it does not seem warranted at the present time. However, I believe the overall rating would more properly have been in the higher range of the "P" category, rather than "S", but it is of course a subjective judgment of the rating officer, who is more intimately and directly involved with Subject on a frequent basis.

In sum, the cover is superb, and only time will reveal to what extent the cover requirements permit a full measure on behalf of the Organization. We are following this aspect closely and will be commenting upon it subsequently as we gain experience and knowledge.

FITNESS REPORT

SECTION A

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
	30 Jan 1934	M	GS-13	[illegible]

6. OFFICIAL POSITION TITLE	7. OFF/DIV/BR OF ASSIGNMENT	8. CURRENT STATION
	[illegible]	Berlin

9. CHECK (X) TYPE OF APPOINTMENT

X CAREER RESERVE TEMPORARY

CAREER-PROVISIONAL (See instructions - Section C)

SPECIAL (Specify):

10. CHECK (X) TYPE OF REPORT

INITIAL REASSIGNMENT SUPERVISOR

X ANNUAL REASSIGNMENT EMPLOYEE

SPECIAL (Specify):

11. DATE REPORT DUE IN O.P.

12. REPORTING PERIOD (From- to-)
1 April 1969 - 31 March 1970

SECTION B — PERFORMANCE EVALUATION

U-Unsatisfactory	Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.
M-Marginal	Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.
P-Proficient	Performance is satisfactory. Desired results are being produced in the manner expected.
S-Strong	Performance is characterized by exceptional proficiency.
O-Outstanding	Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

Specific Duty	Rating Letter
SPECIFIC DUTY NO. 1: Established and maintains a legitimate WOF publishing representation for the purpose of developing natural access to Station targets.	S
SPECIFIC DUTY NO. 2: Uses his cover to develop leads on eventual access or support type assets to be used by the Station against the local MHMARSH target.	S
SPECIFIC DUTY NO. 3: Responds to various Station requirements including investigative work.	S
SPECIFIC DUTY NO. 4: Initiates contact with selected local MHMARSH targets and undertakes to develop sufficient rapport with them to provide operational assessments.	S
SPECIFIC DUTY NO. 5	
SPECIFIC DUTY NO. 6	

OVERALL PERFORMANCE IN CURRENT POSITION

	Rating Letter
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.	S

FORM 45 OBSOLETE PREVIOUS EDITIONS [illegible]

[illegible] strengths or weaknesses demonstrated in current position [illegible] in proper perspective [illegible] relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be described [illegible]. If extra space is needed to complete Section C, attach a separate sheet of paper.

The comments of the rating officer are limited to the period from October 1969 to March 1970 during which he worked with Subject. The previous rating officer has added his comments to allow coverage of the total indicated period from April 1969 to March 1970. During this period Subject was integrated in a new team assigned to the local S&T and Commercial [illegible] target. Subject's recent activity has been very productive indeed. Subject used the excellent potential given to him by his cover to skillfully spot and assess access agent candidates. As Subject's operational situation in Paris precludes making recruitment, the most promising of these candidates was placed in contact with a Station officer during social events Subject organized. At the same time, Subject continued his efforts to develop personal relationship with several [illegible]. The beginning of personal, as opposed to purely professional, relations with a major [illegible] target enabled him to obtain insight into the target's beliefs and personality which was the best the Station had to date. Subject also managed to establish contact with two other [illegible] representatives of interest. This, in one case, required almost six months to accomplish via a combination of patience, skill and determination. Subject is an experienced officer. He is cost conscious and practices good security. The Station has no other asset with the necessary scientific and editorial know-how, fluent French and local knowledge to replace Subject. In view of this and the recent progress made by Subject in response to very specific requirements and his willingness to try to establish personal and, hopefully, social relations with access prospects and [illegible] targets, the Station recently recommended that he be extended in Paris. At the same time, the Station recommended that Subject's cover be reinforced by full-time employment with Subject's current [illegible]

SECTION D — CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE	SIGNATURE OF EMPLOYEE

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
	Handling Officer	/s/

3. BY REVIEWING OFFICIAL /s/

COMMENTS OF REVIEWING OFFICIAL

As previous Station correspondence and fitness reports will reflect, this officer has been the subject of varying evaluations and projections in recent years. In fairness to him, however, it is equally true that an officer under non-official cover reflects, in the level and quality of his performance, the amount and type of guidance, direction and push he receives from the responsible inside case officer. Making allowances for these variables, this officer's past record has not been impressive; however, it is also correct to note that he has improved substantially during the latter part of the period under review, and that if the Station can work out some fiscal arrangement which will reduce the heavy financial input

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
12 [illegible] 1970	[illegible]	/s/

Section [illegible] continued

from the Organization. His continued presence at this Station definitely appears to be warranted for a [illegible] period to reach more definite conclusions concerning the level of [illegible] performance over a somewhat longer period than that reflected by this report.

On balance, we are pleased that [illegible] officer has responded so well to greater case officer direction and that [illegible] undertaken somewhat more aggressive efforts to expand his [illegible] in immediate proximity to the primary Station targets. This [illegible] bring many talents to bear on his operational activity: he has [illegible] fluent French, a solid and [illegible] cover, and a vast [illegible] contacts in the local community. Nonetheless, it will require additional [illegible] to explore these contacts in depth, select those which appear to be [illegible] viable, and pursue them actively either to the point of recruitment by another officer or elimination from further development, for whatever reason.

In sum, in spite of the recognized and commendable improvement in this officer's performance during the period under review, the reviewer submits that the letter grade for specific duties 2 and 4 would more properly have been a "P", and that the overall rating, at this point, would more accurately be set at a level between "P" and "S", probably closer to the former than the latter.

This reviewing comment has been read by the officers who prepared the Fitness Report.

14-00000

SECRET
(When Filled In)

EMPLOYEE SERIAL NUMBER
037307

FITNESS REPORT [redacted]

SECTION A

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
[illegible]	25 [illegible]	M	FS-15	D

6. OFFICIAL POSITION TITLE	7. OFF/DIVISION OF ASSIGNMENT	8. CURRENT STATION
Ops Officer	[illegible]	Paris

9. CHECK (X) TYPE OF APPOINTMENT: CAREER / RESERVE / TEMPORARY / CAREER-PROVISIONAL (See instructions - Section C) / SPECIAL (Specify)

10. CHECK (X) TYPE OF REPORT: INITIAL / X ANNUAL / REASSIGNMENT SUPERVISOR / REASSIGNMENT EMPLOYEE / SPECIAL (Specify)

11. DATE REPORT DUE IN O.P.: 31 May 1963

12. REPORTING PERIOD (From- to): [illegible] 1962 - 31 March 1963

SECTION B — PERFORMANCE EVALUATION

W - Weak: Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.

A - Adequate: Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.

P - Proficient: Performance is more than satisfactory. Desired results are being produced in a proficient manner.

S - Strong: Performance is characterized by exceptional proficiency.

O - Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

SPECIFIC DUTY	RATING LETTER
SPECIFIC DUTY NO. 1 — Establishment and maintenance of cover as a genuine working member of his profession.	O
SPECIFIC DUTY NO. 2 — Spotting and assessing persons of operational interest to Paris Station and to other stations.	S
SPECIFIC DUTY NO. 3 — Investigating of organizations and phenomena of operational interest to the Station.	S
SPECIFIC DUTY NO. 4 — Collection of positive and operational information using his cover for entree.	S
SPECIFIC DUTY NO. 5	
SPECIFIC DUTY NO. 6	

14 [illegible] 63

OVERALL PERFORMANCE IN CURRENT POSITION

	RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.	S

[illegible] 1963

FORM 45 4-62 OBSOLETE PREVIOUS EDITIONS.

SECRET

SECRET

SECTION C — NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

See attached sheet.

SECTION D — CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE	SIGNATURE OF EMPLOYEE
15 May 1963	

2. BY SUPERVISOR

THIS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION
6½ months	

DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
15 May 1963	Ops Officer	/s/ James Flide

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

See attached sheet.

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
20 May 1963	CPS Officer	/s/ Edward Ryan

SECRET

14-00000

SECRET [redacted]

SECTION C NARRATIVE COMMENTS

The assignment of this employee to the field under non-official cover was designed to compensate for the loss of an employee in an official cover slot which was cut from the Station's CD.SID allotment of personnel positions.

During the reporting period this employee has accomplished with success the convincing establishment of his cover in a complex milieu, and has been accepted as legitimate by his professional colleagues, the persons whom he meets under cover, and the French authorities. It should be noted that his ability to assume his cover has been largely the result of his own efforts over a period of years to acquire and maintain a familiarity with the general scientific field.

During the reporting period he has developed a wide circle of contacts in the scientific and journalistic milieu and applies a long background in a variety of assignments in KUDOVE to the determination and assessment of operational potential among these contacts. At the same time his cover organization, in which only four persons are witting of his actual status, has shown itself to be more than satisfied with his performance of his cover duties.

This employee requires a minimum of detailed operational supervision; it is necessary in specific cases only to indicate the operational or informational objectives.

From the point of view of administrative support, his attention to detail and meticulousness reduce the problems of his support by the Station to a minimum.

This employee uses the French language continuously, and his facility is such as to permit him to handle himself excellently in a broad range of complex technical subjects. He has in addition undertaken specialized French language training to develop this capability further. His operational reporting is excellent both with regard to clarity and pertinence.

In the immediate future he will be assigned case work, for the most part in fields where it will complement, and be complemented by, his independent operational activities and cover work.

SECRET

14-00000

SECRET

13 September 1960
(Date)
File No. K-1328

MEMORANDUM FOR: Chief, Records and Services Division
Office of Personnel

SUBJECT : Jacques G. RICHARDSON

1. Cover arrangements xxxxxxxxxxxxxxxxxxxx have been completed for the above-named Subject.

2. Effective 12 September 1960, it is requested that your records be properly blocked xxxxxxx to deny xxxxxxxxx Subject's current Agency employment to an external inquirer.

3. Operating component must take necessary action to block xxxxxx telephone locator by submitting the Personnel Information Card, "Office File Copy," Form No. 642, to Machine Records Division, Office of the Comptroller, Room 107 Curie Hall, Attention: Miss Wenkenbach.

4. xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx

Paul P. [signature]
HARRY W. LITTLE, JR.
Chief, Central Cover Division

cc: SSD/OS
Operating Division - SR

THIS MEMO MUST REMAIN ON TOP OF FILE

SECRET

27

SECRET
(When Filled In)

EOD: 10 AUG 72

NOTIFICATION OF PERSONNEL ACTION

OLE

1. SERIAL NUMBER	2. NAME (LAST-FIRST-MIDDLE)
006102	Richardson, Jacques [redacted]

3. NATURE OF PERSONNEL ACTION	4. EFFECTIVE DATE (MO DA YR)	5. CATEGORY OF EMPLOYMENT	
RESIGNATION	08 14 72	REGULAR	

6. FUNDS		V TO V		V TO CF	7. Financial Analysis No. Chargeable	8. CSC OR OTHER LEGAL AUTHORITY
		CF TO V	X	CF TO CF	3132 1231 0000	

9. ORGANIZATIONAL DESIGNATIONS	10. LOCATION OF OFFICIAL STATION
DDP/EUROPEAN DIVISION FOREIGN FIELD FRENCH AREA PARIS STATION PARIS ANNEX	PARIS, FRANCE

11. POSITION TITLE	12. POSITION NUMBER	13. SERVICE DESIGNATION
OPS OFFICER	0368	D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
GS	0136.01	15 8	31554

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. Employ Code	21. OFFICE CODING (NUMERIC / ALPHABETIC)	22. STATION CODE	23. INTEGREE CODE	24. Hdqtrs Code	25. DATE OF BIRTH (MO DA YR)	26. DATE OF GRADE (MO DA YR)	27. DATE OF LEI (MO DA YR)	
45	10					01 30 24			

28. NTE EXPIRES (MO DA YR)	29. SPECIAL REFERENCE	30. RETIREMENT DATA (1-CSC 2-CIA 3-FICA 5-NONE) CODE	31. SEPARATION DATA CODE	32. Correction / Cancellation Data (TYPE MO DA YR)	EOD DATA	33. SECURITY REQ. NO	34. SEX
			GAHHEOG				

35. VET PREFERENCE (CODE: 0 NONE, 1-5 PT, 2-10 PT)	36. SERV. COMP. DATE (MO DA YR)	37. LONG. COMP DATE (MO DA YR)	38. CAREER CATEGORY (CAR RESV PROV TEMP) CODE	39. FEGLI / HEALTH INSURANCE (CODE 0-WAIVER 1-YES)	HEALTH INS. CODE	40. SOCIAL SECURITY NO

41. PREVIOUS CIVILIAN GOVERNMENT SERVICE (CODE: 0 NO PREVIOUS SERVICE; 1 NO BREAK IN SERVICE; 2 BREAK IN SERVICE (LESS THAN 3 YRS); 3 BREAK IN SERVICE (MORE THAN 3 YRS))	42. LEAVE CAT CODE	43. FEDERAL TAX DATA (FORM EXECUTED 1-YES 2-NO; CODE; NO TAX EXEMPTIONS)	44. STATE TAX DATA (FORM EXECUTED 1-YES 2-NO; CODE; NO TAX EXEMP; STATE CODE)	

SIGNATURE OR OTHER AUTHENTICATION

POSTED
8-11-72 m

SECRET

WEB

GROUP 1
Excluded from automatic downgrading and declassification

FORM 5-66 1150 · Use Previous Edition
Mfg. 10-67

(When Filled In)

14-00000

1. SERIAL NO.	2. NAME	3. ORGANIZATION	4. FUNDS	5. LWOP HOURS
006102 [redacted]	Richardson, Jacques [redacted]	44 620	CF	

6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.
GS 15	7	$29,099	01/26/69	GS 15	R	$29,907	01/23/72		

CERTIFICATION AND AUTHENTICATION

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE George K. McGuinness DATE 20 Dec 71

☐ NO EXCESS LWOP

☐ IN PAY STATUS AT END OF WAITING PERIOD

☐ LWOP STATUS AT END OF WAITING PERIOD

CLERKS INITIALS

AUDITED BY

FORM 7-66 560 E Use previous editions PAY CHANGE NOTIFICATION (4-31)

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 92-210 AND EXECUTIVE ORDER 11637 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 9 JANUARY 1972

NAME	SERIAL	ORG.	FUNDS	GR-STEP	NEW SALARY
[redacted] Richardson, Jacques	006102	44 735	CF	GS 15 7	$30,701

SECRET

BEG: 01 JUN 71

NOTIFICATION OF PERSONNEL ACTION

CCB

1 SERIAL NUMBER	2 NAME (LAST-FIRST-MIDDLE)
006102	Richardson, Jacques [redacted]

3 NATURE OF PERSONNEL ACTION	4 EFFECTIVE DATE (MO DA YR)	5 CATEGORY OF EMPLOYMENT
EXTENSION OF PRA- NTE: 24 FEBRUARY 1973	02 25 71	REGULAR

6 FUNDS	V TO V	V TO CF	CF TO V	CF TO CF	7 Financial Analysis No. Chargeable	8 CSC OR OTHER LEGAL AUTHORITY
			X		1136 1231 0000	50 USC 403 J

9 ORGANIZATIONAL DESIGNATIONS	10 LOCATION OF OFFICIAL STATION
DDP/EUR FOREIGN FIELD FRENCH AREA PARIS STATION PARIS ANNEX	PARIS, FRANCE

11 POSITION TITLE	12 POSITION NUMBER	13 SERVICE DESIGNATION
OPS OFFICER	0668	D

14 CLASSIFICATION SCHEDULE (GS, LB, etc.)	15 OCCUPATIONAL SERIES	16 GRADE AND STEP	17 SALARY OR RATE
GS	0136.01	15 7	29099

18 REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19 ACTION CODE	20 Employ Code	21 OFFICE CODING (NUMERIC)	(ALPHABETIC)	22 STATION CODE	23 INTEGREE CODE	24 Category Code	25 DATE OF BIRTH (MO DA YR)	26 DATE OF GRADE	27 DATE OF LEI
37	10	44620	EUR	24065		3	01 20 24		

28 NTE EXPIRES (MO DA YR)	29 SPECIAL REFERENCE	30 RETIREMENT DATA	31 SEPARATION DATA CODE	32 Correction/Cancellation Data	EOD DATA	33 SECURITY REQ NO	34 SEX
02 24 73	82						

35 VET PREFERENCE · 36 SERV COMP DATE · 37 LONG COMP DATE · 38 CAREER CATEGORY · 39 FEGLI · HEALTH INSURANCE · 40 SOCIAL SECURITY NO

41 PREVIOUS CIVILIAN GOVERNMENT SERVICE (0 NO PREVIOUS SERVICE; 1 NO BREAK IN SERVICE; 2 BREAK IN SERVICE (LESS THAN 3 YRS.); 3 BREAK IN SERVICE (MORE THAN 3 YRS.)) · 42 LEAVE CAT CODE · 43 FEDERAL TAX DATA · 44 STATE TAX DATA

SIGNATURE OR OTHER AUTHENTICATION

POSTED
6-2-71 [signature]

FORM 5-66 1150 Use Previous Edition Mfg. 6-70

SECRET

ARS

GROUP 1 Excluded from automatic downgrading and declassification

(When Filled In)

14-00000

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-656 AND EXECUTIVE ORDER 11576 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 JANUARY 1971

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
[redacted] Richardson, Jacques	006102	44 620	CF	GS 15 7	$29,099

SECRET

BBG: 17 AUG 70

NOTIFICATION OF PERSONNEL ACTION

OCB

1. SERIAL NUMBER	2. NAME (LAST-FIRST-MIDDLE)
006102	Richardson, Jacques [redacted]

3. NATURE OF PERSONNEL ACTION	4. EFFECTIVE DATE (MO DA YR)	5. CATEGORY OF EMPLOYMENT
EXTENSION OF PRA NTE: 24 FEBRUARY 1971	07 20 70	REGULAR

6. FUNDS	V TO V	V TO CF	CF TO V	CF TO CF	7. Financial Analysis No. Chargeable	8. CSC OR OTHER LEGAL AUTHORITY
			X		1136 1231 0000	50 USC 403 J

9. ORGANIZATIONAL DESIGNATIONS	10. LOCATION OF OFFICIAL STATION
DDP/EUR FOREIGN FIELD FRENCH AREA PARIS STATION PARIS ANNEX	PARIS, FRANCE

11. POSITION TITLE	12. POSITION NUMBER	13. SERVICE DESIGNATION
OPS OFFICER	0668	D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
GS	0136.01	15-7	27463

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. Employ Code	21. OFFICE CODING NUMERIC	ALPHABETIC	22. STATION CODE	23. INTEGREE CODE	24. Hdqtrs Code	25. DATE OF BIRTH (MO DA YR)	26. DATE OF GRADE (MO DA YR)	27. DATE OF LEI (MO DA YR)
37	10	44620	EUR	24065		3	01 20 24		

28. NTE EXPIRES (MO DA YR)	29. SPECIAL REFERENCE	30. RETIREMENT DATA (1 - CSC, 2 - CIA, 3 - FICA, 4 - NONE) CODE	31. SEPARATION DATA CODE	32. Correction - Cancellation Data (TYPE, MO DA YR)	EOD DATA	33. SECURITY REQ. NO.	34. SEX
02 24 71	22						

35. VET. PREFERENCE CODE (0 - NONE, 1 - 5 PT, 2 - 10 PT)	36. SERV. COMP. DATE (MO DA YR)	37. LONG COMP. DATE (MO DA YR)	38. CAREER CATEGORY (CAR, RESV, PROV, TEMP) CODE	39. FEGLI / HEALTH INSURANCE CODE (0 - WAIVER, 1 - YES)	HEALTH INS. CODE	40. SOCIAL SECURITY NO.

41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE (0 - NO PREVIOUS SERVICE, 1 - NO BREAK IN SERVICE, 2 - BREAK IN SERVICE LESS THAN 3 YRS, 3 - BREAK IN SERVICE MORE THAN 3 YRS)	42. LEAVE CAT CODE	43. FEDERAL TAX DATA: FORM EXECUTED (1 - YES, 2 - NO)	CODE	NO. TAX EXEMPTIONS	44. STATE TAX DATA: FORM EXECUTED (1 - YES, 2 - NO)	CODE	NO. TAX EXEMP	STATE CODE

SIGNATURE OR OTHER AUTHENTICATION

R. S. WATTLES

POSTED

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SECRET

FVD

GROUP 1 Excluded from automatic downgrading and declassification

(When Filled In)

(4-51)

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTION 212 OF PL 90-206 AND EXECUTIVE ORDER 11474 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 JULY 1969

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
Richardson, Jacques [redacted]	006102	44 600	CF	GS 15 7	$25,909

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-231 AND EXECUTIVE ORDER 11524 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 28 DECEMBER 1969

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
[redacted] Richardson, Jacques	006102	44 620	CF	GS 15 7	$27,463

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-206 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
Richardson, Jacques [redacted]	006102	44 600	CF	GS 15 6	$20,585	$21,469

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 216 OF PL 90-206 AND EXECUTIVE ORDER 11413 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1968

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
Richardson Jacques [redacted]	006102	44 600	CF	GS 15 6	$21,469	$23,075

EUR

1. SERIAL NO.	2. NAME	3. ORGANIZATION	4. FUNDS	5. LWOP HOURS
006102	Richardson, Jacques [redacted]	44 600	CF	

6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.
S 15	6	$23,075	01/29/67	GS 15	7	$23,734	01/26/69		

CERTIFICATION AND AUTHENTICATION

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE: [signature] DATE: 11 Dec 68

☐ NO EXCESS LWOP

☐ IN PAY STATUS AT END OF WAITING PERIOD

☐ LWOP STATUS AT END OF WAITING PERIOD

CLERKS INITIALS: [initials]

AUDITED BY: Dow H Lutscher

SECRET
(When Filled In)

EJH: 8 MAR 67

NOTIFICATION OF PERSONNEL ACTION

OCB

1. SERIAL NUMBER	2. NAME (LAST-FIRST-MIDDLE)
006102	Richardson, Jacques [redacted]

3. NATURE OF PERSONNEL ACTION	4. EFFECTIVE DATE (MO. DA. YR.)	5. CATEGORY OF EMPLOYMENT
REASSIGNMENT	02 26 67	REGULAR

6. FUNDS	V. TO V	V TO CF	CF TO V	CF TO CF	7. Financial Analysis No. Chargeable	8. CSC OR OTHER LEGAL AUTHORITY
		X			7136 1231 0000	50 USC 403 J

9. ORGANIZATIONAL DESIGNATIONS	10. LOCATION OF OFFICIAL STATION
DDP/EUR FOREIGN FIELD CENTRAL REGION PARIS STATION ANNEX, PARIS	PARIS, FRANCE

11. POSITION TITLE	12. POSITION NUMBER	13. SERVICE DESIGNATION
OPS OFFICER	0668	D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
GS	0136.01	15 6	20585

18. REMARKS

POSTED ON [illegible] 10 Mar 67

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. Employ. Code	21. OFFICE CODING (NUMERIC)	(ALPHABETIC)	22. STATION CODE	23. INTEGREE CODE	24. Hdqtrs. Code	25. DATE OF BIRTH (MO. DA. YR.)	26. DATE OF GRADE (MO. DA. YR.)	27. DATE OF LEI (MO. DA. YR.)
37	10	44600	EUR	24065		3	01 20 24		

28. NTE EXPIRES (MO. DA. YR.)	29. SPECIAL REFERENCE	30. RETIREMENT DATA (1 - CSC, 2 - FICA, 3 - FICA, 4 - NONE) / CODE	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA (TYPE, MO DA YR)	EOD DATA	33. SECURITY REQ. NO.	34. SEX
02 25 69	82						

35. VET. PREFERENCE (CODE: 0 - NONE, 1 - 5 PT., 2 - 10 PT.)	36. SERV. COMP. DATE (MO DA YR)	37. LONG. COMP. DATE (MO DA YR)	38. CAREER CATEGORY (CAR, RESV, PROV, TEMP) / CODE	39. FEGLI / HEALTH INSURANCE (CODE: 0 - WAIVED, 1 - YES; HEALTH INS. CODE)	40. SOCIAL SECURITY NO.

41. PREVIOUS CIVILIAN GOVERNMENT SERVICE (CODE: 0 - NO PREVIOUS SERVICE, 1 - NO BREAK IN SERVICE, 2 - BREAK IN SERVICE LESS THAN 3 YRS, 3 - BREAK IN SERVICE MORE THAN 3 YRS)	42. SERVICE CAT. CODE	43. FEDERAL TAX DATA (FORM EXECUTED: 1 - YES, 2 - NO; CODE; NO. TAX EXEMPTIONS)	44. STATE TAX DATA (FORM EXECUTED: 1 - YES, 2 - NO; CODE; NO TAX EXEMP.; STATE CODE)

SIGNATURE OR OTHER AUTHENTICATION

E.D. ECHOLS

POSTED 3-3-67

FORM 5-66 1150 Use Previous Edition

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

(When Filled In)

IW

38 REE

14-00000

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-504 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
Richardson, Jacques [redacted]	006102	50 600	CF	GS 15 5	$19,415	$19,978

Euro

1. Serial No	2. Name	3. Cost Center Number	4. LWOP Hours
006102	Richardson, Jacques [redacted]	50 600 CF	

5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ.
GS 15	5	$19,978	01/31/65	GS 15	6	$20,585	01/29/67			

8. Remarks and Authentication

/ NO EXCESS LWOP
/ IN PAY STATUS AT END OF WAITING PERIOD
/ LWOP STATUS AT END OF WAITING PERIOD
CLERKS INITIALS AUDITED BY

25 JAN 1967

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE: [signature] DATE 11 Jan 67

PAY CHANGE NOTIFICATION

Form 1-65 560E Mfg. 3-65 (4-51)

RZF: 7 APR 66

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

OCB

1. SERIAL NUMBER	2. NAME (LAST-FIRST-MIDDLE)
006102	[redacted]

3. NATURE OF PERSONNEL ACTION	4. EFFECTIVE DATE (MO. DA. YR.)	5. CATEGORY OF EMPLOYMENT
DESIGNATION AS PARTICIPANT IN CIA RETIREMENT AND DISABILITY SYSTEM	04 10 66	REGULAR

6. FUNDS	V TO V		V TO CF	7. COST CENTER NO. CHARGEABLE	8. CSC OR OTHER LEGAL AUTHORITY
	CF TO V	X	CF TO CF	6136 1231 0000	SECTION 203 P.L. 88-643

9. ORGANIZATIONAL DESIGNATIONS	10. LOCATION OF OFFICIAL STATION
DDP/WE FOREIGN FIELD PARIS STATION INTERNAL OPERATIONS SECTION	PARIS, FRANCE

11. POSITION TITLE	12. POSITION NUMBER	13. SERVICE DESIGNATION
OPS OFFICER	0885	D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
GS	0136.01	15 5	19415

18. REMARKS
EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION.

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. Employ. Code	21. OFFICE CODING NUMERIC	ALPHABETIC	22. STATION CODE	23. INTEGREE CODE	24. Hdqtrs. Code	25. DATE OF BIRTH (MO. DA. YR.)	26. DATE OF GRADE (MO. DA. YR.)	27. DATE OF LEI (MO. DA. YR.)
28	10	50600	WE	24065		3	01 20 24	02 03 63	01 31 65

28. NTE EXPIRES (MO. DA. YR.)	29. SPECIAL REFERENCE	30. RETIREMENT DATA (1 - CSC, 2 - FICA, 3 - NONE) CODE	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA (TYPE, MO. DA. YR.)	EOD DATA	33. SECURITY REQ. NO.	34. SEX
	82	2					

35. VET. PREFERENCE (CODE: 0 - NONE, 1 - 5 PT., 2 - 10 PT.)	36. SERV. COMP. DATE (MO. DA. YR.)	37. LONG. COMP. DATE (MO. DA. YR.)	38. CAREER CATEGORY (CAR, RESV, PROV, TEMP) CODE	39. FEGLI / HEALTH INSURANCE (CODE: 0 - WAIVER, 1 - YES; HEALTH INS. CODE)	40. SOCIAL SECURITY NO.

41. PREVIOUS GOVERNMENT SERVICE DATA (CODE: 0 - NO PREVIOUS SERVICE, 1 - NO BREAK IN SERVICE, 2 - BREAK IN SERVICE (LESS THAN 3 YRS.), 3 - BREAK IN SERVICE (MORE THAN 3 YRS.))	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA (FORM EXECUTED: 1 - YES, 2 - NO; CODE; NO. TAX EXEMPTIONS)	44. STATE TAX DATA (FORM EXECUTED: 1 - YES, 2 - NO; CODE; NO TAX EXEMP.; STATE CODE)

SIGNATURE OR OTHER AUTHENTICATION

POSTED

FORM 11-62 1150 Use Previous Edition

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

(When Filled In)

WE

1. Serial No.	2. Name	3. Cost Center Number	4. LWOP Hours
006102	[redacted] Richardson, Jacques	50 600 CF	

5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ.
GS 15	4	$18,170	02/03/63	GS 15	5	$18,740	01/31/65			

8. Remarks and Authentication

/ / NO EXCESS LWOP
/ / IN PAY STATUS AT END OF WAITING PERIOD
/ / LWOP STATUS AT END OF WAITING PERIOD
CLERKS INITIALS AUDITED BY BK 25 JAN 1965

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE: W. C. Hull [signature] Joseph B. [signature]

DATE

PAY CHANGE NOTIFICATION

Form 9-61 560 Obsolete Previous Edition (4-51)

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-301 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

NAME	SERIAL	ORGN. FUNDS	GR-STEP	OLD SALARY	NEW SALARY
Richardson, Jacques [redacted]	006102	50 600 CF	GS 15 5	$18,740	$19,415

14-00000

ADJUSTMENT OF SALARY RATE IN ACCORDANCE WITH THE SCHEDULES OF THE GOVERNMENT EMPLOYEES SALARY REFORM ACT OF 1964 PURSUANT TO THE AUTHORITY OF THE DIRECTOR OF CENTRAL INTELLIGENCE AS PROVIDED IN THE CENTRAL INTELLIGENCE AGENCY ACT OF 1949, AS AMENDED, AND POLICY DIRECTIVE ISSUED BY THE ACTING DIRECTOR OF CENTRAL INTELLIGENCE DATED 8 OCTOBER 1962.

SALARY CONVERTED TO RATE SHOWN FOR INDIVIDUAL'S GRADE AND STEP AS INDICATED IN CHART BELOW.

GENERAL SCHEDULE RATES
Federal Employees Salary Act of 1964

GRADE	*Per Annum Rates and Steps*									
	1	2	3	4	5	6	7	8	9	10
GS- 1	$3,385	$3,500	$3,615	$3,730	$3,845	$3,960	$4,075	$4,190	$4,305	$4,420
GS- 2	3,680	3,805	3,930	4,055	4,180	4,305	4,430	4,555	4,680	4,805
GS- 3	4,005	4,140	4,275	4,410	4,545	4,680	4,815	4,950	5,085	5,220
GS- 4	4,480	4,630	4,780	4,930	5,080	5,230	5,380	5,530	5,680	5,830
GS- 5	5,000	5,165	5,330	5,495	5,660	5,825	5,990	6,155	6,320	6,485
GS- 6	5,505	5,690	5,875	6,060	6,245	6,430	6,615	6,800	6,985	7,170
GS- 7	6,050	6,250	6,450	6,650	6,850	7,050	7,250	7,450	7,650	7,850
GS- 8	6,630	6,850	7,070	7,290	7,510	7,730	7,950	8,170	8,390	8,610
GS- 9	7,220	7,465	7,710	7,955	8,200	8,445	8,690	8,935	9,180	9,425
GS-10	7,900	8,170	8,440	8,710	8,980	9,250	9,520	9,790	10,060	10,330
GS-11	8,650	8,945	9,240	9,535	9,830	10,125	10,420	10,715	11,010	11,305
GS-12	10,250	10,605	10,960	11,315	11,670	12,025	12,380	12,735	13,090	13,445
GS-13	12,075	12,495	12,915	13,335	13,755	14,175	14,595	15,015	15,435	15,855
GS-14	14,170	14,660	15,150	15,640	16,130	16,620	17,110	17,600	18,090	18,580
GS-15	16,460	17,030	17,600	18,170	18,740	19,310	19,880	20,450	21,020	21,590
GS-16	18,935	19,590	20,245	20,900	21,555	22,210	22,865	23,520	24,175	.....
GS-17	21,445	22,195	22,945	23,695	24,445	.....	.....	.....	.....	.....
GS-18	24,500	.....	.....	.....	.....	.....	.....	.....	.....	.....

MHC: X 13 MAR 64

SECRET
(When Filled In)

OCB

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER	2. NAME (LAST-FIRST-MIDDLE)
006102	Richardson, Jacqueline [redacted]

3. NATURE OF PERSONNEL ACTION	4. EFFECTIVE DATE (MO. DA. YR.)	5. CATEGORY OF EMPLOYMENT
REASSIGNMENT	03 15 64	REGULAR

6. FUNDS		V TO V		V TO CF	7. COST CENTER NO. CHARGEABLE	8. CSC OR OTHER LEGAL AUTHORITY
		CF TO V	X	CF TO CF	4136 6250 1012	50 USC 403 J

9. ORGANIZATIONAL DESIGNATIONS	10. LOCATION OF OFFICIAL STATION
DDP WE PARIS STATION INTERNAL OPERATIONS SECTION	PARIS, FRANCE

11. POSITION TITLE	12. POSITION NUMBER	13. SERVICE DESIGNATION
OPS OFFICER	0885	D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
GS	0136.01	15 4	17210

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. Employ. Code	21. OFFICE CODING NUMERIC	ALPHABETIC	22. STATION CODE	23. INTEGREE CODE	24. Hdqtrs. Code	25. DATE OF BIRTH (MO. DA. YR.)	26. DATE OF GRADE (MO. DA. YR.)	27. DATE OF LEI (MO DA YR)
37	10	50600	WE	24065		3	01 20 24		

28. NTE EXPIRES (MO. DA. YR.)	29. SPECIAL REFERENCE	30. RETIREMENT DATA (1 - CSC, 3 - FICA, 5 - NONE) CODE	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA (TYPE, MO. DA. YR.)	EOD DATA	33. SECURITY REQ. NO.	34. SEX
03 14 66	82						

35. VET. PREFERENCE (CODE: 0 - NONE, 1 - 5 PT., 2 - 10 PT.)	36. SERV. COMP. DATE (MO. DA. YR.)	37. LONG. COMP. DATE (MO. DA. YR.)	38. CAREER CATEGORY (CAR, RESV, PROV, TEMP) CODE	39. FEGLI / HEALTH INSURANCE (CODE: 0 - WAIVER, 1 - YES; HEALTH INS CODE)	40. SOCIAL SECURITY NO.

41. PREVIOUS GOVERNMENT SERVICE DATA (CODE: 0 - NO PREVIOUS SERVICE, 1 - NO BREAK IN SERVICE, 2 - BREAK IN SERVICE (LESS THAN 3 YRS), 3 - BREAK IN SERVICE (MORE THAN 3 YRS))	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA (FORM EXECUTED 1 - YES, 2 - NO; CODE; NO. TAX EXEMPTIONS)	44. STATE TAX DATA (FORM EXECUTED 1 - YES, 2 - NO; CODE; NO TAX EXEMP.; STATE CODE)

SIGNATURE OR OTHER AUTHENTICATION

FOSTED
03/23/64 DK

E.D. ECHOLS

FORM 11-62 1150 Use Previous Edition

SECRET 20 MAR 1964

GROUP 1
Excluded from automatic downgrading and declassification

(When Filled In)

14-00000

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND OCI MEMORANDUM DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS, EFFECTIVE 5 JANUARY 1964.

NAME	SERIAL	ORGN	FUNDS	GR-ST	OLD SALARY	NEW SALARY
Richardson, Jacques [redacted]	006102	50 600	CF	GS 15 4	$16,005	$17,210

POSTED CF-4b 8 JAN 1964

SECRET
(When Filled In)

MHC:1128 OCT 63

OCB

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER: 006102	2. NAME (LAST-FIRST-MIDDLE): Richardson, Jacques [redacted]
3. NATURE OF PERSONNEL ACTION: REASSIGNMENT	4. EFFECTIVE DATE (MO. DA. YR.): 10 13 63 — 5. CATEGORY OF EMPLOYMENT: REGULAR
6. FUNDS: V TO V / V TO CF / CF TO V / X CF TO CF	7. COST CENTER NO. CHARGEABLE: 4136 6250 1012 — 8. CSC OR OTHER LEGAL AUTHORITY: 50 USC 403 J
9. ORGANIZATIONAL DESIGNATIONS: DDP WE / PARIS STATION / EXTERNAL OPS SECTION	10. LOCATION OF OFFICIAL STATION: PARIS, FRANCE
11. POSITION TITLE: OPS OFFICER	12. POSITION NUMBER: 0886 — 13. SERVICE DESIGNATION: D
14. CLASSIFICATION SCHEDULE (GS, LB, etc.): GS — 15. OCCUPATIONAL SERIES: 0136.01	16. GRADE AND STEP: 15 4 — 17. SALARY OR RATE: 16005

18. REMARKS

POSTED CF-4b 5 Dec 63

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. Employ. Code	21. OFFICE CODING (NUMERIC)	(ALPHABETIC)	22. STATION CODE	23. INTEGREE CODE	24. Hdqtrs. Code	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI
37	10	50600	WE	24065		3	01 20 24		

28. NTE EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA (1 - CSC, 3 - FICA, 5 - NONE)	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ. NO.	34. SEX
10 12 65	84				EOD DATA		

35. VET. PREFERENCE (0 - NONE, 1 - 5 PT., 2 - 10 PT)	36. SERV. COMP. DATE	37. LONG. COMP. DATE	38. CAREER CATEGORY	39. FEGLI / HEALTH INSURANCE (0 - WAIVER, 1 - YES; HEALTH INS. CODE)	40. SOCIAL SECURITY NO.

41. PREVIOUS GOVERNMENT SERVICE DATA (0 - NO PREVIOUS SERVICE; 1 - NO BREAK IN SERVICE; 2 - BREAK IN SERVICE LESS THAN 3 YRS; 3 - BREAK IN SERVICE MORE THAN 3 YRS)	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA (FORM EXECUTED 1 - YES 2 - NO; CODE; NO. TAX EXEMPTIONS)	44. STATE TAX DATA (FORM EXECUTED 1 - YES 2 - NO; CODE; NO. TAX EXEMP.; STATE CODE)

SIGNATURE OR OTHER AUTHENTICATION

POSTED

(P)

SECRET
(When Filled In)

ADPD 08/17/63

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER: 006102

2. NAME (LAST-FIRST-MIDDLE): Richardson, Jacques [redacted]

3. NATURE OF PERSONNEL ACTION: REASSIGNMENT

4. EFFECTIVE DATE (MO. DA. YR.): 07 01 63

5. CATEGORY OF EMPLOYMENT:

6. FUNDS

	V TO V		V TO CF
	CF TO V	X	CF TO CF

7. COST CENTER NO. CHARGEABLE: 4136 6250 1012

8. CSC OR OTHER LEGAL AUTHORITY:

9. ORGANIZATIONAL DESIGNATIONS: DDP/SR DIV

10. LOCATION OF OFFICIAL STATION: PARIS, FRANCE

11. POSITION TITLE: OPS OFFICER

12. POSITION NUMBER: 0240

13. CAREER SERVICE DESIGNATION: D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.): GS

15. OCCUPATIONAL SERIES: 0136.01

16. GRADE AND STEP: 15

17. SALARY OR RATE:

18. REMARKS

POSTED

SIGNATURE OR OTHER AUTHENTICATION

E. D. ECHOLS

Form 1150B 1-63 MFG. 1-63 Use Previous Edition

SECRET

19 AUG 1963

GROUP 1 Excluded from automatic downgrading and declassification

(When Filled In)

14-00000

EAB: 1 FEB 63

SECRET
(When Filled In)

OCB

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER	2. NAME (LAST-FIRST-MIDDLE)
CCC/C2 ~~037367~~ [redacted]	Richardson, Jacques

3. NATURE OF PERSONNEL ACTION	4. EFFECTIVE DATE (MO DA YR)	5. CATEGORY OF EMPLOYMENT
PROMOTION	02 03 63	REGULAR

6. FUNDS	V TO V		V TO CF	7. COST CENTER NO. CHARGEABLE	8. CSC OR OTHER LEGAL AUTHORITY
	CF TO V	X	CF TO CF	3134 4008 1000	50 USC 403 J

9. ORGANIZATIONAL DESIGNATIONS	10. LOCATION OF OFFICIAL STATION
DDP SR FOREIGN FIELD WESTERN EUROPEAN AREA FRANCE PARIS	PARIS, FRANCE

11. POSITION TITLE	12. POSITION NUMBER	13. CAREER SERVICE DESIGNATION
OPS OFFICER	0240	D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
GS	0136.01	15 4	16005

18. REMARKS

[stamp] FEB 23 1963

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. Employ. Code	21. OFFICE CODING NUMERIC	ALPHABETIC	22. STATION CODE	23. INTEGREE CODE	24. Hdqtrs. Code	25. DATE OF BIRTH (MO DA YR)	26. DATE OF GRADE (MO DA YR)	27. DATE OF LEI (MO DA YR)
22	10	60600	SR	24065		3	01 20 24	02 03 63	02 03 63

28. NTE EXPIRES (MO DA YR)	29. SPECIAL REFERENCE	30. RETIREMENT DATA (1 - CSC, 2 - FICA, 3 - NONE) CODE	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA (TYPE, MO DA YR)	EOD DATA	33. SECURITY REQ. NO.	34. SEX
	80						

35. VET. PREFERENCE CODE (0 - NONE, 1 - 5 PT., 2 - 10 PT.)	36. SERV. COMP DATE (MO DA YR)	37. LONG. COMP. DATE (MO DA YR)	38. CAREER CATEGORY (CAR, RESV, PROV, TEMP) CODE	39. FEGLI / HEALTH INSURANCE CODE (0 - WAIVER, 1 - YES)	HEALTH INS CODE	40. SOCIAL SECURITY NO.

41. PREVIOUS GOVERNMENT SERVICE DATA CODE (0 - NO PREVIOUS SERVICE, 1 - NO BREAK IN SERVICE, 2 - BREAK IN SERVICE (LESS THAN 3 YRS), 3 - BREAK IN SERVICE (MORE THAN 3 YRS))	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED (1 - YES, 2 - NO)	CODE	NO. TAX EXEMPTIONS	44. STATE TAX DATA FORM EXECUTED (1 - YES, 2 - NO)	CODE	NO. TAX EXEMP.	STATE CODE

SIGNATURE OR OTHER AUTHENTICATION

[stamp] POSTED FEB 27 1963

FORM 1150 4-62 Use Previous Edition

114 11 FEB 1963

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

(When Filled In)

AUTOMATED PSI RECORD ADJUSTMENT

	SERIAL NO.	LEI (YR MO DA)	PSI DUE DATE (YR MO DA)	ORGANIZATION CODE OFFICE	DIVISION	CURRENT GRADE	STEP
<o		62 07 08	64 07 05	DDP/	SR	GS-14	6

PROJECTED GRADE	STEP	NAME (LAST-FIRST-MIDDLE) MAX. 20 CHARACTERS
GS-14	7	Richardson, Alfred [redacted]

FUND V/CF	SCHED.	CURRENT SALARY (OR HOURLY RATE)	PROJECTED SAL. (OR HOURLY RATE)	ID CODE	
CF	GS	$14,970	$15,865	C	>

REMARKS

Subject received a PSI 07/08/62 to GS-14-6 so will not be due another until 07/05/64.

(2/27/62)

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87 - 793 AND DCI MEMORANDUM DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS, EFFECTIVE 14 OCTOBER 1962

NAME	SERIAL	ORGN	FUNDS	OLD GR-ST	OLD SALARY	NEW GR-ST	NEW SALARY
Richardson, Alfred [redacted]	006162 ~~[illegible]~~	40600	CF	14 6	313510	14 6	=14970

[illegible stamp]

PSC: 20 AUG 62

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

OAB

1. SERIAL NUMBER	2. NAME (LAST-FIRST-MIDDLE)
[redacted]	Richardson, Jacques [redacted]

3. NATURE OF PERSONNEL ACTION	4. EFFECTIVE DATE (MO. DA. YR.)	5. CATEGORY OF EMPLOYMENT
EXCEPTED APPOINTMENT (CAREER)	08 05 62	REGULAR

6. FUNDS	V TO V		V TO CF	7. COST CENTER NO. CHARGEABLE	8. CSC OR OTHER LEGAL AUTHORITY
	CF TO V	X	CF TO CF	3134 4008 1000	50 USC 403 J

9. ORGANIZATIONAL DESIGNATIONS	10. LOCATION OF OFFICIAL STATION
DDP SR [redacted] WESTERN EUROPEAN AREA FRANCE PARIS	PARIS, FRANCE

11. POSITION TITLE	12. POSITION NUMBER	13. CAREER SERVICE DESIGNATION
OPS OFFICER	0240	D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
GS	0136.01	14 6	13510

18. REMARKS

POSTED ON
[illegible]
Jlw 22 Aug 62

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. Employ. Code	21. OFFICE CODING NUMERIC	ALPHABETIC	22. STATION CODE	23. INTEGREE CODE	24. Hdqtrs. Code	25. DATE OF BIRTH (MO. DA. YR.)	26. DATE OF GRADE (MO. DA. YR.)	27. DATE OF LEI (MO. DA. YR.)
13	10.	60600	SR	24065		3	01 20 24	01 16 55	01 08 61

28. NTE EXPIRES (MO. DA. YR.)	29. SPECIAL REFERENCE	30. RETIREMENT DATA (1 - CSC, 2 - FICA, 3 - NONE) CODE	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA (TYPE, MO. DA. YR.)	EOD DATA	33. SECURITY REQ. NO.	34. SEX
		1				06102	M1

35. VET. PREFERENCE CODE (0 - NONE, 1 - 5 PT., 2 - 10 PT.)	36. SERV. COMP. DATE (MO. DA. YR.)	37. LONG. COMP. DATE (MO. DA. YR.)	38. CAREER CATEGORY (CAR, RESV, PROV, TEMP) CODE	39. FEGLI / HEALTH INSURANCE CODE (0 - WAIVER, 1 - YES)	HEALTH INS. CODE	40. SOCIAL SECURITY NO.
1	03 07 44	11 20 43	C	1		042205339

41. PREVIOUS GOVERNMENT SERVICE DATA CODE (0 - NO PREVIOUS SERVICE, 1 - NO BREAK IN SERVICE, 2 - BREAK IN SERVICE (LESS THAN 3 YRS.), 3 - BREAK IN SERVICE (MORE THAN 3 YRS.))	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED (1 - YES, 2 - NO)	CODE	NO. TAX EXEMPTIONS	44. STATE TAX DATA FORM EXECUTED (1 - YES, 2 - NO)	CODE	NO TAX EXEMP.	STATE CODE
1	8		0	0				

SIGNATURE OR OTHER AUTHENTICATION

POSTED
[illegible] 8-21-62

FORM 4-62 1150 Use Previous Edition

SECRET

GROUP 1
Excluded from automatic downgrading and declassification

(4-51)

(When Filled In)

Bac 8-20-62

DAB: 16 AUG 62

SECRET
(When Filled In)

OEF

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER: 006102
2. NAME (LAST-FIRST-MIDDLE): RICHARDSON JACQUES
3. NATURE OF PERSONNEL ACTION: RESIGNATION
4. EFFECTIVE DATE (MO. DA. YR.): 08 04 62
5. CATEGORY OF EMPLOYMENT: REGULAR
6. FUNDS: X V TO V | V TO CF | CF TO V | CF TO CF
7. COST CENTER NO. CHARGEABLE: 3234 1000 1000
8. CSC OR OTHER LEGAL AUTHORITY:
9. ORGANIZATIONAL DESIGNATIONS: DDP/SR
SR/6
OFFICE OF THE CHIEF
10. LOCATION OF OFFICIAL STATION: WASH., D.C.
11. POSITION TITLE: OPS OFFICER BR CH
12. POSITION NUMBER: 0050
13. CAREER SERVICE DESIGNATION: D
14. CLASSIFICATION SCHEDULE (GS, LB, etc.): GS
15. OCCUPATIONAL SERIES: 0136.01
16. GRADE AND STEP: 14 6
17. SALARY OR RATE: 13510
18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. Employ. Code	21. OFFICE CODING (NUMERIC / ALPHABETIC)	22. STATION CODE	23. INTEGREE CODE	24. Hdqtrs. Code	25. DATE OF BIRTH (MO DA YR)	26. DATE OF GRADE	27. DATE OF LEI
45	10					01 20 24		

28. NTE EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA (1 - CSC, 2 - FICA, 3 - NONE)	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA	EOD DATA	33. SECURITY REC. NO.	34. SEX
			1BD0091				

35. VET. PREFERENCE (0 - NONE, 1 - 5 PT., 2 - 10 PT.)	36. SERV. COMP DATE	37. LONG. COMP. DATE	38. CAREER CATEGORY	39. FEGLI / HEALTH INSURANCE	40. SOCIAL SECURITY NO.

41. PREVIOUS GOVERNMENT SERVICE DATA	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA	44. STATE TAX DATA
0 - NO PREVIOUS SERVICE; 1 - NO BREAK IN SERVICE; 2 - BREAK IN SERVICE (LESS THAN 3 YRS.); 3 - BREAK IN SERVICE (MORE THAN 3 YRS.)		FORM EXECUTED (1 - YES, 2 - NO); NO TAX EXEMPTIONS	FORM EXECUTED (1 - YES, 2 - NO); CODE; NO TAX EXEMP.; STATE CODE

SIGNATURE OR OTHER AUTHENTICATION

POSTED 8 20 62

E.D. ECHOLS

LLG 8/16/62

FORM 4-62 1150 Use Previous Edition

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

(When Filled In)

234-1010-10

3040
80
3120

1 Serial No	2 Name	3 Cost Center Number	4 LWOP Hours
006102	RICHARDSON JACQUES	60 300 V 7	

5 OLD SALARY RATE				6 NEW SALARY RATE				7 TYPE ACTION		
Grade	Step	Salary	Last Eff Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ
GS 14	5	$13,250	01/08/61	GS 14	6	$13,510	07/08/62			

8 Remarks and Authentication

/ / NO EXCESS LWOP / / EXCESS LWOP

/ / IN PAY STATUS AT END OF WAITING PERIOD

/ / IN LWOP STATUS AT END OF WAITING PERIOD

CLERKS INITIALS AUDITED BY

PAY CHANGE NOTIFICATION

Form 9-61 560 Obsolete Previous Edition (4-51)

SECRET
(WHEN FILLED IN)

1. EMP. SERIAL NO.	2. NAME	3. ASSIGNED ORGAN.	4. FUNDS	5. ALLOTMENT
006102	RICHARDSON, JACQUES D.	DDP/SR 7	V-20	

6. OLD SALARY RATE						7. NEW SALARY RATE					
GRADE	STEP	SALARY	LAST EFFECTIVE DATE MO.	DA.	YR.	GRADE	STEP	SALARY	EFFECTIVE DATE MO.	DA.	YR.
GS-14	4	$12990	07	12	59	GS-14	5	$13250	01	08	61

TO BE COMPLETED BY THE OFFICE OF COMPTROLLER

8. CHECK ONE ☐ NO EXCESS LWOP ☒ EXCESS LWOP

IF EXCESS LWOP, CHECK FOLLOWING:

☐ IN PAY STATUS AT END OF WAITING PERIOD

☐ IN LWOP STATUS AT END OF WAITING PERIOD

9. NUMBER OF HOURS LWOP

10. INITIALS OF CLERK

11. AUDITED BY

TO BE COMPLETED BY THE OFFICE OF PERSONNEL

12. TYPE OF ACTION

☐ P.S.I. ☐ L.S.I. ☐ PAY ADJUSTMENT

13. REMARKS

14. AUTHENTICATION

E. D. ECHOLS

PAY CHANGE NOTIFICATION

FORM 8-59 560 OBSOLETE PREVIOUS EDITION REPLACES FORM 560a AND 560b. SECRET OFFICIAL PERSONNEL FOLDER (4)

14-00000

ARF: 30 SEPT 1960

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

OCF

1. SERIAL NUMBER	2. NAME (LAST-FIRST-MIDDLE)
006102	RICHARDSON JACQUES

3. NATURE OF PERSONNEL ACTION	4. EFFECTIVE DATE (MO. DA. YR.)	5. CATEGORY OF EMPLOYMENT
REASSIGNMENT AND TRANSFER TO VOUCHERED FUNDS	10 02 60	REGULAR

6. FUNDS	V TO V	V TO CF	CF TO V	CF TO CF	7. COST CENTER NO. CHARGEABLE	8. CSC OR OTHER LEGAL AUTHORITY
			X		1234 1000 1000	50 USC 403 J

9. ORGANIZATIONAL DESIGNATIONS	10. LOCATION OF OFFICIAL STATION
DDP SR SR 6 OFFICE OF THE CHIEF	WASH., D. C.

11. POSITION TITLE	12. POSITION NUMBER	13. CAREER SERVICE DESIGNATION
OPS OFFICER BR CH	0050	D

14. CLASSIFICATION SCHEDULE (GS, WB, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
GS	0136.01	14 4	12990

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. Employ. Code	21. OFFICE CODING NUMERIC	ALPHABETIC	22. STATION CODE	23. INTEGREE CODE	24. Hdqtrs. Code	25. DATE OF BIRTH (MO. DA. YR.)	26. DATE OF GRADE	27. DATE OF LEI
16	10	60300	SR	75013		1	01 20 24		

28. NTE EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA (1 - CSC, 2 - FICA, 3 - NONE) CODE	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA	EOD DATA	33. SECURITY REQ NO.	34. SEX

35. VET. PREFERENCE (0 - NONE, 1 - 5 PT, 2 - 10 PT)	36. SERV. COMP. DATE	37. LONG. COMP. DATE	38. MIL. SERV. CREDIT/LCD (1 - YES, 2 - NO)	39. FEGLI / HEALTH INSURANCE CODE (0 - WAIVER, 1 - YES)	HEALTH INS CODE	40. SOCIAL SECURITY NO.
				1		

41. PREVIOUS GOVERNMENT SERVICE DATA (0 - NO PREVIOUS SERVICE, 1 - NO BREAK IN SERVICE, 2 - BREAK IN SERVICE (LESS THAN 12 MOS), 3 - BREAK IN SERVICE (MORE THAN 12 MOS))	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA: FORM EXECUTED (1 - YES, 2 - NO)	CODE	NO. TAX EXEMPTIONS	44. STATE TAX DATA: FORM EXECUTED (1 - YES, 2 - NO)	CODE	NO TAX EXEMP.	STATE CODE

SIGNATURE OR OTHER AUTHENTICATION

fg 10-22-60

L I

Form 6-60 1150 Obsolete Previous Editions

SECRET

(4-31)

G 3 10/18/60

PERIODIC STEP INCREASE CERTIFICATION

CONFIDENTIAL
(When Filled In)

☆ U. S. GOVERNMENT PRINTING OFFICE: 1954-310030

1. Agency and organizational designations

2. Payroll period

3. Block No. UV

4. Slip No.

5. Employee's name (and social security account number when appropriate): [illegible], JA[illegible]

6. Grade and salary: GS-14 $10,320

PAYROLL CHANGE DATA

	BASE PAY	OVERTIME		GROSS PAY	RET.	FEDERAL TAX	BOND	F. I. C. A.	STATE TAX	GROUP LIFE INS.			NET PAY
7. Previous normal													
8. New normal													
9. Pay this period													

10. Remarks:

11. Appropriation(s): SR 9

12. Prepared by: pms 3 May 56

13. Audited by

☒ Periodic step-increase ☐ Pay adjustment ☐ Other step-increase

14. Effective date	15. Date last equivalent increase	16. Old salary rate	17. New salary rate	18. ~~Performance rating is satisfactory or better.~~ SERVICE AND CONDUCT ARE SATISFACTORY (Signature or other authentication)
15Jul56	16Jan55	$10,320	$10,535	

19. LWOP data (Fill in appropriate spaces covering LWOP during following periods) Period(s)

(Check applicable box in case of excess LWOP)
☐ In pay status at end of waiting period.
☐ In LWOP status at end of waiting period.

☐ No excess LWOP. Total excess LWOP

4 SEP 1956

Initials of Clerk

STANDARD FORM NO. 1126d—Revised
Form prescribed by Comp. Gen., U. S.
October 26, 1934, General Regulations No. 102

CONFIDENTIAL PAYROLL CHANGE SLIP — PERSONNEL COPY

IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-568 AND DCI MEMO DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1960.

SD	NAME	SERIAL	ORGN	GR-ST	OLD SALARY	NEW SALARY
01	RICHARDSON JACQUES	506102	48 40	GS-14 4	$12,075	$12,990

/S/ EMMETT D. ECHOLS
DIRECTOR OF PERSONNEL

14-00000

SECRET
(WHEN FILLED IN)

1. EMP. SERIAL NO.	2. NAME	3. ASSIGNED ORGAN.	4. FUNDS	5. ALLOTMENT
506102	RICHARDSON JACQUES	DDP/SR 10	UV	

6. OLD SALARY RATE						7. NEW SALARY RATE					
GRADE	STEP	SALARY	LAST EFFECTIVE DATE MO.	DA.	YR.	GRADE	STEP	SALARY	EFFECTIVE DATE MO.	DA.	YR.
GS 14	3	$11,835	01	12	58	GS 14	4	$12,075	07	12	59

TO BE COMPLETED BY THE OFFICE OF THE COMPTROLLER

8. CHECK ONE ☐ NO EXCESS LWOP ☐ EXCESS LWOP
IF EXCESS LWOP, CHECK FOLLOWING:
☐ IN PAY STATUS AT END OF WAITING PERIOD
☐ IN LWOP STATUS AT END OF WAITING PERIOD

9. NUMBER OF HOURS LWOP

10. INITIALS OF CLERK

11. AUDITED BY

TO BE COMPLETED BY THE OFFICE OF PERSONNEL

12. PROJECTED SALARY RATE AND EFFECTIVE DATE					
GRADE	STEP	SALARY	MO.	DA.	YR.

13. REMARKS

4 742

14. AUTHENTICATION

G. M. STEWART

JMP 8/5/59
HCF 7/31/59

PERIODIC STEP INCREASE - AUTHENTICATION

FORM NO. 560a
1 MAR. 56

SECRET

PERSONNEL FOLDER (4)

S E C R E T

GENERAL SCHEDULE SALARY INCREASE RETROACTIVELY EFFECTIVE 12 JANUARY 1958 AUTHORIZED BY P. L. 85 - 462 AND DCI DIRECTIVE. SALARY AS OF 15 JUNE 1958 ADJUSTED AS FOLLOWS

NAME	SERIAL	GRADE-STEP	OLD SALARY	NEW SALARY
RICHARDSON JACQUES	506102	GS-14-3	$10,750	$11,835

GORDON M. STEWART
/S/ DIRECTOR OF PERSONNEL

S E C R E T

SECRET
(WHEN FILLED IN)

1. EMP. SERIAL NO.	2. NAME	3. ASSIGNED ORGAN.	4. FUNDS	5. ALLOTMENT
506102	RICHARDSON JACQUES	DDP/SR 8	UV	

6. OLD SALARY RATE						7. NEW SALARY RATE					
GRADE	STEP	SALARY	LAST EFFECTIVE DATE MO	DA.	YR.	GRADE	STEP	SALARY	EFFECTIVE DATE MO	DA.	YR.
14	2	$10,535	07	15	56	14	3	$10,750	01	12	58

REMARKS

CERTIFICATION

I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY.

TYPED, OR PRINTED, NAME OF SUPERVISOR	DATE	SIGNATURE OF SUPERVISOR
BELIC, GEORGE	15 Jan 1958	George N Belic

PERIODIC STEP INCREASE - CERTIFICATION

PERSONNEL FOLDER (4)

SECRET

FORM NO. 560
1 MAR. 56

SECRET
(WHEN FILLED IN)

1. EMP. SERIAL NO.	2. NAME	3. ASSIGNED ORGAN.	4. FUNDS	5. ALLOTMENT
506102	RICHARDSON JACQUES	DDP/SR	UV	

6. OLD SALARY RATE						7. NEW SALARY RATE					
GRADE	STEP	SALARY	LAST EFFECTIVE DATE MO.	DA.	YR.	GRADE	STEP	SALARY	EFFECTIVE DATE MO.	DA.	YR.
14	2	$10,535	07	15	56	14	3	$10,750	01	12	58

TO BE COMPLETED BY THE OFFICE OF COMPTROLLER

8. CHECK ONE ☐ NO EXCESS LWOP ☐ EXCESS LWOP

IF EXCESS LEAVE LWOP, CHECK FOLLOWING:

☐ IN PAY STATUS AT END OF WAITING PERIOD

☐ IN LWOP STATUS AT END OF WAITING PERIOD

9. NUMBER OF HOURS LWOP

10. INITIALS OF CLERK

11. AUDITED BY

TO BE COMPLETED BY THE OFFICE OF PERSONNEL

12. PROJECTED SALARY RATE AND EFFECTIVE DATE					
GRADE	STEP	SALARY	MO.	DA.	YR.

13. REMARKS

CF

14. AUTHENTICATION

C. M. STEWART

PERIODIC STEP INCREASE - AUTHENTICATION

PERSONNEL FOLDER (4)

SECRET

14-00000

SECRET

STANDARD FORM 52

REQUEST FOR PERSONNEL ACTION

UNVOUCHERED

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr.—Miss—Mrs. - One given name, initial(s), and surname)	2. DATE OF BIRTH	3. REQUEST NO.	4. DATE OF REQUEST
MR. JACQUES S. RICHARDSON	20 Jan. 1924		26 Sept. '56

5. NATURE OF ACTION REQUESTED:
A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)
REASSIGNMENT

B. POSITION (Specify whether establish, change grade or title, etc.)

6. EFFECTIVE DATE
A. PROPOSED:
B. APPROVED: 21 OCT

7. C. S. OR OTHER LEGAL AUTHORITY

FROM—		TO—
Area Ops Officer BCF-189-14	8. POSITION TITLE AND NUMBER	Area Ops Officer BCF-189-14
GS-0136.01-14 $10,535.00 p.a.	9. SERVICE, GRADE, AND SALARY	GS-0136.01-14 $10,535.00 p.a.
	10. ORGANIZATIONAL DESIGNATIONS	DDP/SR Far East Area Japan Office of the Chief
	11. HEADQUARTERS	Tokyo, Japan
[ ] FIELD [ ] DEPARTMENTAL	12. FIELD OR DEPARTMENTAL	[XXX] FIELD [ ] DEPARTMENTAL (D)

A. REMARKS (Use reverse if necessary)

RE-SLOTTING FOR NEW APPROVED T/O.

B. REQUESTED BY (Name and title)
Robert D. Lovelace

C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)
Phyllis M. Landrum Ext. 4407

D. REQUEST APPROVED BY
Signature:
Title:

13. VETERAN PREFERENCE

NONE	WWII	OTHER	5 PT.	10 POINT DISAB.	10 POINT OTHER

14. POSITION CLASSIFICATION ACTION

NEW	VICE	I. A.	REAL

SD: DI

15. SEX: M

16. APPROPRIATION
FROM 7-3400-55-015
TO: 7-3400-55-015

17. SUBJECT TO C. S. RETIREMENT ACT (YES—NO): Yes

18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)

19. LEGAL RESIDENCE [ ] CLAIMED [ ] PROVED
STATE:

20. STANDARD FORM 50 REMARKS

USED IN LIEU OF SF50
NOTIFICATION OF PERSONNEL ACTION

R. A. Skeels (Ews), FE/CMO
2 Oct 56

21. CLEARANCES	INITIAL OR SIGNATURE	DATE
A.		
B. CEIL. OR POS CONTROL		11 OCT
C. CLASSIFICATION		
D. PLACEMENT OR EMPL.	743	10-9
E.		

REMARKS

POSTED
11 OCT 1956

F. APPROVED BY
Robert H. [signature] per [signature] 9 Oct '56

SECRET

14-00000

Agency and organizational designation

1. Employee's name (and social security account number when appropriate): RICHARDSON, Jacques D.

3. Pay roll:

5. Block No.: 5-3400-20

4. Slip No.:

6. Grade and salary: GS-13 $8360.00

PAY ROLL CHANGE DATA

	BASE PAY	OVERTIME		GROSS PAY	RET.	TAX	BOND	F. I. C. A.			NET PAY
7. Previous period											
8. New period											
9. Pay this period											

10. Remarks: $ 9990
SALARY ADJUSTED TO:
EFFECTIVE 13 MAR 1955
PURSUANT TO DCI DIRECTIVE

11. Appropriation(s): SR 7

12. Prepared by: NZ 9 Nov 54

13. Audited by:

[X] Periodic step-increase [ ] Pay adjustment [ ] Other step-increase

14. Effective date	15. Date last equivalent increase	16. Old salary rate	17. New salary rate	18. Performance rating is satisfactory or better.
2 Jan 55	5 Jul 53	$8360.00	$8560.00	

(Signature or other authentication)

19. LWOP data (Fill in appropriate spaces covering LWOP during following periods): Period(s).

[ ] No excess LWOP. Total excess LWOP

(Check applicable box in case of excess LWOP)

[ ] ... at end of ... waiting period

[ ] (To LWOP data) at end of ... waiting period

Initials of Clerk

STANDARD FORM NO. 1126d—Revised
Form prescribed by Comp. Gen., U. S.
Nov. 8, 1950, General Regulations No. 102

PAY ROLL CHANGE SLIP—PERSONNEL COPY

U. S. GOVERNMENT PRINTING OFFICE: 1952 - 997876

CONFIDENTIAL

STANDARD FORM 50 (8 PART)
REV. APRIL 1951
PROMULGATED BY
U. S. CIVIL SERVICE COMMISSION
CHAPTER 8-, FEDERAL PERSONNEL MANUAL

CENTRAL INTELLIGENCE AGENCY

rvs

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.–MISS–MRS.–ONE GIVEN NAME, INITIAL(S), AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
MR. JACQUES G. RICHARDSON	20 Jan 1924		19 Jan. 1955

This is to notify you of the following action affecting your employment:

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
PROMOTION (AMENDMENT)*	E.O.D. 16 Jan 1955	50 USCA 403 J

FROM		TO
Area Ops Officer (Br. Ch) BC-171-18	8. POSITION TITLE	Area Ops Officer BCF-189-14
GS-0136.01-13 $8560.00 per annum	9. SERVICE, SERIES, GRADE, SALARY	GS-0136.01-14 $9600.00 per annum
DDP/SR SR/5	10. ORGANIZATIONAL DESIGNATIONS	DDP/SR Far East Area Japan Office of the Chief
Washington, D. C.	11. HEADQUARTERS	Tokyo, Japan
FIELD [ ] DEPARTMENTAL [X]	12. FIELD OR DEPT'L	FIELD [X] DEPARTMENTAL [ ]

13. VETERAN'S PREFERENCE: NONE | 5-PT. | 10-POINT DISAB. | OTHER — X

14. POSITION CLASSIFICATION ACTION: NEW | VICE | | REAL. — SD-DT ~~SD-67~~

15. SEX: M 16. RACE: W

17. APPROPRIATION — FROM: 5-3400-20 TO: 5-3400-55-015

18. SUBJECT TO C. S. RETIREMENT ACT (YES–NO): Yes

19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY):

20. LEGAL RESIDENCE [ ] CLAIMED [ ] PROVED STATE: Md.

21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.

*This action amends Item #9, on the "from" side, on Notification dated 11 Jan. 1955, to show the correct salary, previously shown as $8360.00 per annum.

Subject to approved medical clearance prior to being sent overseas.

"Transfer TO Unvouchered funds FROM Vouchered funds."

my 1/20/55

...ANCE PERFORMANCE RATING:

22. SIGNATURE OR OTHER AUTHENTICATION

...puty Assistant Director for Personnel

☆ U. S. GOVERNMENT PRINTING OFFICE: 1954-313798

CONFIDENTIAL

4. PERSONNEL FOLDER COPY

STANDARD FORM 50 (8 PART)
REV. APRIL 1951
PROMULGATED BY
U. S. CIVIL SERVICE COMMISSION
CHAPTER 81, FEDERAL PERSONNEL MANUAL

CONFIDENTIAL

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

Conc. 6 Jan. 1955 rws

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
MR. JACQUES G. RICHARDSON	20 Jan. 1924		11 Jan. 1955

This is to notify you of the following action affecting your employment:

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
PROMOTION	E.O.D. 16 Jan 1955	50 USCA 403 J

FROM		TO
Area Ops Officer (Br. Ch) BC-171-13	8. POSITION TITLE	Area Ops Officer BCF-189-14
GS-0136.01-13 $8360.00 per annum (8060)	9. SERVICE, SERIES, GRADE, SALARY	GS-0136.01-14 $9600.00 per annum
DDP/SR SR/5	10. ORGANIZATIONAL DESIGNATIONS	DDP/SR Far East Area Japan Office of the Chief
Washington, D. C.	11. HEADQUARTERS	Tokyo, Japan
[ ] FIELD [X] DEPARTMENTAL	12. FIELD OR DEPT'L	[X] FIELD [ ] DEPARTMENTAL

13. VETERAN'S PREFERENCE

NONE	WWII	OTHER	5-PT.	10-POINT DISAB.	10-POINT OTHER
			X		

14. POSITION CLASSIFICATION ACTION

NEW	VICE	I. A.	REAL.	
				SD-FI

15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE
M	W	FROM: 5-3400-20 TO: 5-3400-55-015	Yes		[ ] CLAIMED [ ] PROVED STATE: Md.

21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.

Subject to approved medical clearance prior to being sent overseas.

"Transfer TO Unvouchered funds FROM Vouchered funds."

[stamp] JAN 17 1955

ENTRANCE PERFORMANCE RATING:

Deputy Assistant Director for Personnel

CONFIDENTIAL

BY: S. SIGNATURE OR OTHER AUTHENTICATION

4. PERSONNEL FOLDER COPY

14-00000

STANDARD FORM 50
REV. APRIL 1951
PROMULGATED BY
U. S. CIVIL SERVICE COMMISSION
CHAPTER R1, FEDERAL PERSONNEL MANUAL

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME)	Mr. Jacques G. Richardson
2. DATE OF BIRTH	20 Jan. 24
3. JOURNAL OR ACTION NO.	
4. DATE	16 Feb. 54

This is to notify you of the following action affecting your employment:

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	Reassignment
6. EFFECTIVE DATE	28 Feb. 54
7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	50 USCA 403 J

FROM		TO
Deputy Chief (IO) BC 190-13	8. POSITION TITLE	Area Ops. Officer(Br. Ch) BC171-13
GS-132-13	9. SERVICE, SERIES, GRADE, SALARY	GS-0136.01-13 $8360.00 per annum
SR-5 (Far East Branch) Office of the Chief	10. ORGANIZATIONAL DESIGNATIONS	DDP/SR SR-5
	11. HEADQUARTERS	Washington, D. C.
☐ FIELD ☐ DEPARTMENTAL	12. FIELD OR DEPT'L	☐ FIELD ☒ DEPARTMENTAL

13. VETERAN'S PREFERENCE

NONE	WWI	OTHER	5-PT.	10-POINT DISAB.	10-POINT OTHER
			X		

14. POSITION CLASSIFICATION ACTION

NEW	VICE	L.A.	REAL.	
				CD-FI

15. SEX	M
16. RACE	W
17. APPROPRIATION FROM:	4-3400-20
TO:	same
18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	yes
19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	
20. LEGAL RESIDENCE	☐ CLAIMED ☐ PROVED STATE:

21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.

ENTRANCE PERFORMANCE RATING:

Deputy Assistant Director for Personnel

22. SIGNATURE OR OTHER AUTHENTICATION

3/19/54

4. PERSONNEL FOLDER COPY

GH 4/7/54

14-00000

STANDARD FORM 50
REV. APRIL 1951
PROMULGATED BY
U. S. CIVIL SERVICE COMMISSION
CHAPTER R1, FEDERAL PERSONNEL MANUAL

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Jacques G. Richardson	20 Jan. 24		3 July 53

This is to notify you of the following action affecting your employment:

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
Promotion	5 July 53	Sch. A-6.116(b)

FROM		TO
Deputy Chief I. O. BC-190-12	8. POSITION TITLE	Deputy Chief I. O. BC-190-13
GS-132-12 $7040.00 per annum	9. SERVICE, SERIES, GRADE, SALARY	GS-132-13 $8360.00 per annum
DDP/SR Division SR-5 Far East Office of the Chief	10. ORGANIZATIONAL DESIGNATIONS	DDP/SR Division SR-5 Far East Office of the Chief
Washington, D. C.	11. HEADQUARTERS	Same
FIELD [ ] DEPARTMENTAL [XXX]	12. FIELD OR DEPT'L	FIELD [ ] DEPARTMENTAL [XX]

13. VETERAN'S PREFERENCE

NONE	WWII	OTHER	5-PT.	10-POINT DISAB.	10-POINT OTHER
	X		X		

14. POSITION CLASSIFICATION ACTION

NEW	VICE	I. A.	REAL.

15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE
M	W	11X2100 FROM: 3400-20 TO: Same	Yes		[ ] CLAIMED [ ] PROVED STATE:

21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.

ENTRANCE PERFORMANCE RATING:

Acting Chief, Personnel Division

SIGNATURE OR OTHER AUTHENTICATION

LAA 7-3-53

U. S. GOVERNMENT PRINTING OFFICE. 1952-210794

4. PERSONNEL FOLDER COPY

STANDARD FORM NO. 50 (PART 8)
OCTOBER 1948
PROMULGATED BY
CHAPTER ... FEDERAL PERSONNEL MANUAL
U. S. CIVIL SERVICE COMMISSION

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Jacques G. Richardson	20 Jun 24	6510	16 Feb 52

This is to notify you of the following action affecting your employment:

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
Reassignment	17 Feb 52	Schedule A-6.116(b)

FROM		TO
Operations Officer	8. POSITION TITLE	Operations Officer
GS-12-132 $7040.00 p. a.	9. SERVICE, SERIES, GRADE, SALARY	GS-12-132 $7040.00 p. a.
OPC FE FE-3	10. ORGANIZATIONAL DESIGNATIONS	OPC EE EE-4 Great Russian Section
Washington, D. C.	11. HEADQUARTERS	Washington, D. C.
[ ] FIELD [X] DEPARTMENTAL	12. FIELD OR DEPT'L	[ ] FIELD [X] DEPARTMENTAL

13. VETERAN'S PREFERENCE

NONE	5-PT.	OTHER	5-PT.	10-POINT DISAB.	10-POINT OTHER
	X				

14. POSITION CLASSIFICATION ACTION

NEW	VICE	I.A.	REAL	
		X		DD 9845 1/17/52

15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE
M	W	FROM 2123900 TO 2011	Yes		[X] CLAIMED [ ] PROVED STATE: Cal.

21. REMARKS: THIS ACTION IS SUBJECT TO ALL APPLICABLE LAWS, RULES, AND REGULATIONS AND MAY BE SUBJECT TO INVESTIGATION AND APPROVAL BY THE UNITED STATES CIVIL SERVICE COMMISSION. THE ACTION MAY BE CORRECTED OR CANCELLED IF NOT IN ACCORDANCE WITH ALL REQUIREMENTS.

(S.LEO)

ENTRANCE EFFICIENCY RATING:

D. V. MULCAHY
Personnel Division

22. SIGNATURE OR OTHER AUTHENTICATION

U. S. GOVERNMENT PRINTING OFFICE 11080-590878

4. PERSONNEL FOLDER COPY

14-00000

STANDARD FORM 50 ...
U. S. CIVIL SERVICE COMMISSION

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION(m.r)

1. NAME (MR. - MISS - MRS. - ONE GIVEN NAME, INITIAL(S), AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Jacques G. Richardson	20 Jan. 1924	9930	18 Jan. 52

This is to notify you of the following action affecting your employment:

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
Promotion	20 Jan. 52	Schedule A-6.116(b)

FROM		TO
Intelligence Officer GS-11	8. POSITION TITLE	Operations Officer GS-12
GS-11-132 $5940.00 per annum	9. SERVICE, SERIES, GRADE, SALARY	GS-12-132 $7040.00 per annum
OPC FE FE-3	10. ORGANIZATIONAL DESIGNATIONS	OPC FE FE-3
Washington, D.C.	11. HEADQUARTERS	Washington, D.C.
[ ] FIELD [x] DEPARTMENTAL	12. FIELD OR DEPT'L	[ ] FIELD [x] DEPARTMENTAL

13. VETERAN'S PREFERENCE

NONE	WWII	OTHER	5-PT.	10-POINT DISAB.	10-POINT OTHER
	x		x		

14. POSITION CLASSIFICATION ACTION

NEW	VICE	I.A.	REAL	
		x		Bu. 9845 1/17/52

15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES - NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE
M	W	FROM 2123900 TO 2017	yes		[x] CLAIMED [ ] PROVED STATE Maryland

21. REMARKS: THIS ACTION IS SUBJECT TO ALL APPLICABLE LAWS, RULES, AND REGULATIONS AND MAY BE SUBJECT TO INVESTIGATION AND APPROVAL BY THE UNITED STATES CIVIL SERVICE COMMISSION. THE ACTION MAY BE CORRECTED OR CANCELLED IF NOT IN ACCORDANCE WITH ALL REQUIREMENTS.

(617)

G. V. Mulcahy

G. V. MULCAHY
Personnel Division
22. SIGNATURE OR OTHER AUTHENTICATION

ENTRANCE EFFICIENCY RATING:

★ U. S. GOVERNMENT PRINTING OFFICE : 1950 - 899878

4. PERSONNEL FOLDER COPY

14-00000

STANDARD FORM 50
OCTOBER 1949
PROMULGATED BY
U. S. CIVIL SERVICE COMMISSION
CHAPTER R1, FEDERAL PERSONNEL MANUAL

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

(ml)

1. NAME (MR.-MISS-MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Jacques G. Richardson	20 Jan. 1924	#5729	23 April 1951

This is to notify you of the following action affecting your employment:

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
Transfer and Promotion	29 April 1951	Schedule A-6,116(b)

FROM		TO
Intelligence Officer, GS-9	8. POSITION TITLE	Intelligence Officer, GS-11
GS-9-132 $4600.00 per. annum. Bu.#2974	9. SERVICE, SERIES, GRADE, SALARY	GS-11-132 $5400.00 per. annum.
OPC FE FE-3 Japan Section	10. ORGANIZATIONAL DESIGNATIONS	OPC FE FE-3
Washington, D. C.	11. HEADQUARTERS	Washington, D. C.
FIELD / DEPARTMENTAL	12. FIELD OR DEPT'L	FIELD / X DEPARTMENTAL

13. VETERAN'S PREFERENCE: NONE X | WWI | OTHER | 5-PT. | 10-POINT (DISAB. | OTHER)

14. POSITION CLASSIFICATION ACTION: NEW | VICE | I. A. X | REAL. — Bu.#2996 CSC#3032 6/2/49

15. SEX: M | 16. RACE: W | 17. APPROPRIATION FROM: 2115900 TO: 841-101

18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO): Yes

19. DATE OF APPOINTMENT OF AFFIDAVITS (ACCESSIONS ONLY):

20. LEGAL RESIDENCE: X CLAIMED ☐ PROVED STATE: Md.

21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.

(778)

PURSUANT TO DCI DIRECTIVE

5/48

ENTRANCE EFFICIENCY RATING:

H. C. Clinkscale

H. C. CLINKSCALE
Personnel Division

22. SIGNATURE AND IDENTIFICATION

U. S. GOVERNMENT PRINTING OFFICE

4. PERSONNEL FOLDER COPY

14-00000

12

STANDARD FORM 50 (8 PARTS)
OCTOBER 1949
PROMULGATED BY
CHAPTER R 1, FEDERAL PERSONNEL MANUAL
U. S. CIVIL SERVICE COMMISSION

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

F.C. 1/19/51 (ml)

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Jacques G. Richardson	20 Jan. 1924	14938	19 Feb. 1951

This is to notify you of the following action affecting your employment:

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
Excepted Appointment	19 Feb. 1951	Schedule A-6.116(h)

FROM		TO
	8. POSITION TITLE	Intelligence Officer, GS-9
	9. SERVICE, SERIES, GRADE, SALARY	GS-9-132-$4600.00 per. annum.
	10. ORGANIZATIONAL DESIGNATIONS	OPC FE FE-3, Japan Section
	11. HEADQUARTERS	Washington, D. C.
☐ FIELD ☐ DEPARTMENTAL	12. FIELD OR DEPT'L	☐ FIELD ☐ DEPARTMENTAL

13. VETERAN'S PREFERENCE

NONE	WWII	OTHER	5-PT.	10-POINT DISAB.	10-POINT OTHER
	X		X		

14. POSITION CLASSIFICATION ACTION

NEW	VICE	I.A.	REAL
		X	

Bu.#2974
CSC#3051
6/2/49

15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE
M	W	FROM: 2115900 TO: 841-101	Yes	19 Feb. 1951	X ☐ CLAIMED ☐ PROVED STATE: Md.

21. REMARKS: THIS ACTION IS SUBJECT TO ALL APPLICABLE LAWS, RULES, AND REGULATIONS AND MAY BE SUBJECT TO INVESTIGATION AND APPROVAL BY THE UNITED STATES CIVIL SERVICE COMMISSION. THE ACTION MAY BE CORRECTED OR CANCELLED IF NOT IN ACCORDANCE WITH ALL REQUIREMENTS.

Trial period has been completed.

H. C. Clinkscale

H. C. CLINKSCALE
Personnel Division 09

ENTRANCE EFFICIENCY RATING:

22. SIGNATURE OR OTHER AUTHENTICATION

4-9-51

★ U. S. GOVERNMENT PRINTING OFFICE : 1950-899875

4. PERSONNEL FOLDER COPY

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION

NAME	RICHARDSON, JACQUES G.	DATE 9 January 1951
NATURE OF ACTION	Resignation	EFFECTIVE DATE 18 Feb 1951

	FROM	TO
TITLE	Intelligence Officer V	
GRADE AND SALARY	GS-9, $4600 p/a	
OFFICE	OPC	
DIVISION	FE	
BRANCH	FE-3 Japan Section	
OFFICIAL STATION	Tokyo, Japan	

APPROVAL

QUALIFICATIONS	FOR ASSISTANT DIRECTOR for RICHARD G. STILWELL Chief, FE Division	EXECUTIVE
CLASSIFICATION	PERSONNEL OFFICER	

POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS YES ☐ NO ☐

OATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON

SECURITY CLEARED ON

OVERSEAS AGREEMENT SIGNED

ENTERED ON DUTY

SIGNATURE OF AUTHENTICATING OFFICER

REMARKS:

S-49 FE-39 JBEDICT

Transfer leave ~~from~~ to unvouchered funds.

-not due US for travel costs

FORM NO. 37-1
NOV 1949

GPO 83-500333

SECRET

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION

NAME: Jacques G. Richardson		DATE: 7 September 1950
NATURE OF ACTION: Promotion		EFFECTIVE DATE: 1 October 1950
	FROM	TO
TITLE	Intelligence Assistant	Intelligence ~~Assistant~~ Officer ✓
GRADE AND SALARY	GS-7 $3825 p/a	GS-9 $4600 p/a
OFFICE	OIC	OIC
DIVISION	FE	FE
BRANCH	FE 3	FE 3
OFFICIAL STATION	Japan	Japan

QUALIFICATIONS	APPROVAL: FOR ASSISTANT DIRECTOR	EXECUTIVE
CLASSIFICATION F-757 9/13/50	PERSONNEL OFFICER	

POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS YES ☐ NO ☐

OATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON ________

SECURITY CLEARED ON ________

OVERSEAS AGREEMENT SIGNED ________

ENTERED ON DUTY ________

SIGNATURE OF AUTHENTICATING OFFICER

REMARKS: Employee EOD with CIA 30 Nov 49 as GS-7 130

Charged to FE-11, JBEDICT, Position No. ~~X~~ 49, Japan

44

FORM NO. 37-1 NOV 1949

SECRET

GPO 050 50-284

8

SECRET CONFIDENTIAL RESTRICTED

ENTRANCE ON DUTY RECORD

DATE	18 July 1950
TO:	OPC
BUILDING	"K"
ROOM	1044
FROM:	PERSONNEL OFFICER
EOD DATE	18 July 1950
NAME OF EMPLOYEE	RICHARDSON, Jacques
POSITION TITLE	Intelligence Assistant
GRADE	GS-7
SALARY	$3825.00 per annum
PAYROLL	unvouchered funds
DUTY STATION	Japan
DATE SECURITY CLEARED	10 June 1949
DATE OATH OF OFFICE ADMINISTERED	18 July 1950
DATE PERMANENT IDENTIFICATION REQUESTED	18 July 1950
DATE FINGERPRINTED	18 July 1950
DATE BRIEFED BY SECURITY	18 July 1950
DATE OF PHYSICAL EXAMINATION	Not Applicable
DATE 24 MONTH AGREEMENT SIGNED	18 July 1950
EMPLOYEE'S EMERGENCY ADDRESS	Mrs. Harriette D. Richardson (Wife) 6601 Old Bladensburg Road, Silver Spring, Maryland Tele: SL 3955
EMPLOYEE'S LOCAL ADDRESS	Same as above

REMARKS:

POSTED

[signature]

SIGNATURE OF PERSONNEL OFFICER
ROBERT S. KATTLES

FORM NO. 37-75
DEC 1949

RESTRICTED CONFIDENTIAL SECRET

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION

NAME: RICHARDSON, JAQUES G. ~~Ballar[illegible] (Pseudo)~~		DATE: 15 July 1950
NATURE OF ACTION: Resignation		EFFECTIVE DATE: COB 17 July 1950

	FROM	TO
TITLE	Intelligence Assistant	
GRADE AND SALARY	GS 7, $3825 p/a	
OFFICE	OPC	
DIVISION	Operations	
BRANCH	FBD	
OFFICIAL STATION	~~Unassigned~~ Tokyo, Japan	

APPROVAL

QUALIFICATIONS	FOR ASSISTANT DIRECTOR: RICHARD G. STILWELL, Acting Chief, FE	EXECUTIVE
CLASSIFICATION	PERSONNEL OFFICER: [signature]	

POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS YES ☐ NO ☐

OA H OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON ____

SECURITY CLEARED ON ____

OVERSEAS AGREEMENT SIGNED ____

ENTERED ON DUTY ____

____
SIGNATURE OF AUTHENTICATING OFFICER

REMARKS:
Subject to be entered on duty on unvouchered funds in his true name of Jacques G. Richardson. The effective date of his true name appointment is 18 July 1950.

ASR

[signature]
Frederick [illegible] Richards
Authorized Certifying Officer

FORM NO. 37-1
NOV 1949

SECRET

14-00000

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION

NAME	DATE
RICHARDSON, JAQUES G.	7 November 1949

NATURE OF ACTION	EFFECTIVE DATE
Excepted Appointment	20 November 1949

	FROM	TO
TITLE		Intelligence Officer GS-7
GRADE AND SALARY		GS-7, $[illegible]
OFFICE		CPC Ops Staff
BRANCH		FED Area III
DIVISION		[illegible]-JBEDICT
OFFICIAL STATION		Tokyo, Japan

APPROVAL

QUALIFICATIONS	FOR ASSISTANT DIRECTOR	EXECUTIVE
CLASSIFICATION	PERSONNEL OFFICER [signature]	

POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS YES [x] NO [ ]

OATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON 21 November 1949

SECURITY CLEARED ON 10 June 1949

OVERSEAS AGREEMENT SIGNED 21 November 1949

ENTERED ON DUTY 20 November 1949

DOC-07/05/53
CSECD - 11/10/49
NOA 11/26/49

[signature]
SIGNATURE OF AUTHENTICATING OFFICER

REMARKS:

Pseudonym acknowledged 21 November 1949 JGR

[illegible] VERIFIED
BY AW DATE 1-13-55

Frederick W. [illegible]
Authorized Certifying Officer

FORM NO. 37-1 AUG 1949 PREVIOUS EDITIONS ARE NOT TO BE USED.

SECRET

SECRET
(When Filled In)

FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 006102

SECTION A — GENERAL

1. NAME (Last) (First) (Middle): Richardson, Jeffrey [redacted]	2. DATE OF BIRTH: 20 Jan 24	3. SEX: M	4. GRADE: GS-15	5. SD: D
6. OFFICIAL POSITION TITLE: Ops Off	7. OFF/DIV/BR OF ASSIGNMENT: DDP/EUR		8. CURRENT STATION: Paris	

9. CHECK (X) TYPE OF APPOINTMENT

X	CAREER	RESERVE	TEMPORARY
	CAREER-PROVISIONAL (See instructions - Section C)		
	SPECIAL (Specify):		

10. CHECK (X) TYPE OF REPORT

	INITIAL	X	REASSIGNMENT SUPERVISOR
X	ANNUAL		REASSIGNMENT EMPLOYEE
	SPECIAL (Specify):		

11. DATE REPORT DUE IN O.P.: 31 May 1971

12. REPORTING PERIOD (From- to-): 1 April 1970 to 31 March 1971

SECTION B — PERFORMANCE EVALUATION

U-Unsatisfactory — Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.

M-Marginal — Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.

P-Proficient — Performance is satisfactory. Desired results are being produced in the manner expected.

S-Strong — Performance is characterized by exceptional proficiency.

O-Outstanding — Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

Specific Duty	Rating Letter
SPECIFIC DUTY NO. 1: Gained full-time employment as a senior executive of a foreign scientific publication for the purpose of further developing access to Station targets and appreciably lowering the overall cost of the operations in which he is involved.	O
SPECIFIC DUTY NO. 2: Uses his cover to gain access to MHHARSH personnel and spot leads on eventual access and support-type assets directed against the local MHHARSH and TPFAST targets.	S
SPECIFIC DUTY NO. 3: Develops and assesses MHHARSH officials with whom he has made contact as well as access prospects to the local MHHARSH and TPFAST targets.	P
SPECIFIC DUTY NO. 4: Responds to various Station requirements including investigative work.	S
SPECIFIC DUTY NO. 5: Reports on the above activities.	P
SPECIFIC DUTY NO. 6	

OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: S

FORM 7-68 45 OBSOLETE PREVIOUS EDITIONS

SECRET

GROUP 1
Excluded from automatic downgrading and declassification

14-00000

SECRET
(When Filled In)

SECTION C — **NARRATIVE COMMENTS**

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

During the period under review, Subject managed to gain full-time employment as a senior executive of an HBSPRITE government subsidized scientific publication at a time of economic slowdown when jobs were not easy to get. He did this without help from Headquarters or the Station. Such an achievement is a tribute to Subject's fluency in French, his ability to write, his general scientific know-how and his good buisness sense. Over half of his salary therefore is now paid by this company. In converting to full-time employment, a major adjustment, Subject's contribution to the Station operations in the MHHARSH and TPFAST fields against which he is targetted temporarily decreased somewhat. Subject continued, however, to maintain contact with three local MHHARSH officials and initiated contact with three others. He also continued to search for new leads to personalities in the priority areas assigned to him. Subject has the capability to call on local scientists or technicians of just about any nationality with the possible exception of TPFAST citizens. He has used this near-unique potential well.

Subject has had occasional difficulty switching from "professional" or intellectual subjects in his development of MHHARSH personalities or access prospects to more down-to-earth interests necessary --con't--

SECTION D — **CERTIFICATION AND COMMENTS**

BY EMPLOYEE

1. I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT and D.

DATE	SIGNATURE OF EMPLOYEE
9 June 1971	/s/ Thomas B. CASASIN

BY SUPERVISOR

2.

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
18 months		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
	Handling Officer	/s/ Francis S. Sherry

BY REVIEWING OFFICIAL

3. COMMENTS OF REVIEWING OFFICIAL

The Station submitted comments on Subject officer recently in OFPT-16549 (8 April 1971), to which we should add that Subject has, largely on his own merits, acquired a solid and potentially highly useful cover employment. However, this new employment will demand a very substantial amount of time and energy from Subject, and the unanswerable question at the moment relates to his availability for Organizational tasks. We shall need additional time and careful working with this officer to determine the answer, since the fiscal outlay from the Organization to support his continued stay in Paris is still quite

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
24 May 1971	DCOS	/s/ Hugh Montgomery

SECRET

FITNESS REPORT

Section C (continued)

to the development of human relations. His forte is therefore more in the field of spotting and making operational contacts than in that of more than short-range operational development. Subject's operational situation makes it impossible for him to attempt recruitments. Thus, his very real achievements are not by essence of the spectacular variety.

Subject's reporting has been satisfactory and continue to be copious. He could, however, further improve the selectivity of the leads provided the Station and make more of an effort to "digest" the information contained in his reports.

Although Subject has, at present, no supervisory function, he has repeatedly requested such a responsibility. He is careful with operational expenses and has exercised good security.

During the period under review, additional efforts have been made to make full use of Subject's potential and integrate him further in the work of the station component with which he works. He is a particularly valuable asset for the Station programs directed against the local MHHARSH and TPFAST targets.

Section D (continued)

substantial. In a word, is it worth it? We do not yet know, although our initial impressions are favorable.

On the fitness report itself, this rater would have preferred an "S" rating for specific duty number one; Subject may ultimately deserve an "O", but it does not seem warranted at the present time. Moreover, I believe the overall rating would more properly have been in the higher range of the "P" category, rather than "S", but it is of course a subjective judgment of the rating officer, who is more intimately and directly involved with Subject on a frequent basis.

In sum, the cover is superb, and only time will reveal to what extent the cover requirements permit a full measure on behalf of the Organization. We are following this aspect closely and will be commenting upon it subsequently as we gain experience and knowledge.

SECRET

FIELD REASSIGNMENT QUESTIONNAIRE

Richardson J.

DO NOT COMPLETE — FOR HEADQUARTERS USE ONLY

NAME OF EMPLOYEE (use pseudo only if SA)	DATE (from item S-1)	NAME OF SUPERVISOR (true)	DATE (from item S-2)
[redacted]	17 Oct 69	Murat Natirboff	
DATE RECEIVED AT HEADQUARTERS: 12 December 1969	DISPATCH NUMBER: OFPT-15240	DATE RECEIVED BY CAREER SERVICE:	

TO BE COMPLETED BY EMPLOYEE

1. DATE OF BIRTH	2. SERVICE DESIGN	3. YOUR CURRENT POSITION, TITLE AND GRADE	4. STATION OR BASE	5. CRYPT FOR CURRENT COVER
20 I 1924	CS	S&T project manager, Area Ops Off, GS 15	Paris	

6A. DATE OF PCS ARRIVAL IN FIELD	6B. REQUESTED DATE OF DEPARTURE	6C. EXPECTED DATE OF FIRST CHECK-IN AT HQ	6D. DESIRED DATE TO REPORT TO DUTY AFTER LEAVE
5 Sep 1967	Please see 11B	Summer 1970	o/a 1 October, 1970

7. NUMBER AND AGES OF DEPENDENTS WHO WILL TRAVEL WITH YOU:

2: (at that time) 42 and 17

8. PERSONAL CIRCUMSTANCES THAT SHOULD BE CONSIDERED IN DETERMINING NEXT ASSIGNMENT:

I would like very much to use my fluent French in my next assignment, as well as make use of my extensive exposure to science and technology -- both operations and and the larger world of the scientist and the engineer in today's evolving societies and economies. I would most especially hope to use my long experience in non-official cover activities and the managerial exposure accumulated thereby.

9. LIST YOUR MAJOR DUTIES DURING CURRENT TOUR (see special note on transmittal form). (also attach personal cover questionnaire in accordance with CSI-F 240-8)

- I planned, established and operated a long-range S&T spotting-assessment activity against sensitive targets, and a shorter range similar local activity during a period marked largely by an adverse political climate.
- I planned, developed and exploited, and modified a non-official cover in order to mask our operational activity, and integrated these into the broader ranging overall activities of a major field Station.
- I managed the non-official cover activity of viable professional/commercial cover organizations. The tasks included many business and production aspects as well as management of the firm's /unwitting/ personnel in the field and from the home office.
- I assisted other Stations and Bases, upon their request, in spotting-assessment activities, in local search and surveillance of targets, and in recruitment.
- As my original non-official cover became modified as a result of mergers, I was able to develop, alone, continuing cover to serve our needs of operational access as well as those of 'status' cover.

10. TRAINING DESIRED:
INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE DURING THE NEXT SEVERAL YEARS

(a) the senior-most management course offered through the Organization;
(b) a review course of activities within the CS and the Organization as a whole;
(c) at least audit the S&T course, if that is still being offered.

If (a) is possible through a civil school away from Headquarters, I would have no objection to the displacement involved.

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11. PREFERENCE FOR NEXT ASSIGNMENT:

11a. DESCRIBE BRIEFLY THE TYPE OF WORK YOU WOULD PREFER FOR NEXT ASSIGNMENT IF DIFFERENT FROM THAT INDICATED IN ITEM NO. 9 ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICE.

First choice: to manage a large-scale non-official cover project in a French-speaking technically advanced locale.
Second choice: chief of station or base (cover non-official or official) in an area where I can combine my experience and linguistic ability.
Third choice: to be assigned to Staff training, preferably training (a) senior unit or project managers, or (b) JCTs.
Fourth choice: to be assigned to Staff personnel work -- above the Division level -- where new personnel are screened, tested and evaluated, then assigned.
Fifth choice: to work on the Intelligence side of the house.

11b. INDICATE IF YOU DESIRE TO EXTEND YOUR CURRENT TOUR BY CHECKING IN APPROPRIATE BOX. ALSO INDICATE PREFERENCE FOR NEXT REGULAR ASSIGNMENT BY INSERTING 1, 2, & 3 (for 1st, 2nd, and 3rd choice) IN REMAINING BOXES. COMPLETE ALL ALTERNATE CHOICES AND OPTIONS IN ALL CASES EVEN THOUGH YOU ARE REQUESTING AN EXTENSION OF YOUR TOUR.

☐ EXTEND TOUR ________ MONTHS AT CURRENT STATION TO ________ (DATE)

[3] BE ASSIGNED TO HQTRS FOR A TOUR OF DUTY: INDICATE YOUR CHOICE OF DIVISION, STAFF OR OFFICE. 1ST CHOICE Staff Training 2ND CHOICE Personnel 3RD CHOICE Intelligence

[2] BE ASSIGNED TO ANOTHER FIELD STATION: INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIALIZATION 1ST CHOICE Brussels 2ND CHOICE Geneva 3RD CHOICE Ottawa

[1] RETURN TO MY CURRENT STATION: with different responsibilities

TO BE COMPLETED BY FIELD STATION

12. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE AND HIS PREFERENCE FOR NEXT ASSIGNMENT, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:

Station recommends that Subject return PCS to Headquarters at the end of his current tour. We would welcome a replacement who is capable of functioning in the same general cover context, but any such individual must also be able to spot and thoroughly access agent candidates. He should also handle a number of agents in the same field. We are, in short, seeking an officer who will aggressively exploit his cover.

---- continued----

TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE

13. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF YOUR COMPONENT, INDICATE YOUR COMPONENT'S RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING.

No decision has been made concerning next assignment

DATE 24 Aug 70 TITLE C/E/PERS SIGNATURE Willford C. Taylor

FOR USE BY CAREER SERVICE

14. APPROVED ASSIGNMENT:

15. EMPLOYEE NOTIFIED BY DISPATCH NO. ________ DATED: ________

CABLE NO. ________ DATED: ________

CAREER SERVICE REPRESENTATIVE: ________ (SIGNATURE) DATE: ________

SECRET

Field Reassignment Questionnaire (continued)

12. develop new operational leads on his own initiative, and at the same time be prepared to take over and run assets related to his own cover employment.

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Ral

SECRET
(When Filled In)

FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 006102

SECTION A — GENERAL

1. NAME (Last) (First) (Middle): Richardson, Jacques
[redacted]
2. DATE OF BIRTH: 20 Jan 1924
3. SEX: M
4. GRADE: GS-15
5. SD: D
6. OFFICIAL POSITION TITLE: Ops Off
7. OFF/DIV/BR OF ASSIGNMENT: DDP/EUR/F
8. CURRENT STATION: Paris
9. CHECK (X) TYPE OF APPOINTMENT:
X CAREER · RESERVE · TEMPORARY
CAREER-PROVISIONAL (See instructions - Section C)
SPECIAL (Specify):
10. CHECK (X) TYPE OF REPORT:
INITIAL · REASSIGNMENT SUPERVISOR
X ANNUAL · REASSIGNMENT EMPLOYEE
SPECIAL (Specify):
11. DATE REPORT DUE IN O.P.:
12. REPORTING PERIOD (From- to-): 1 April 1969 - 31 March 1970

SECTION B — PERFORMANCE EVALUATION

U—Unsatisfactory	Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.
M—Marginal	Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.
P—Proficient	Performance is satisfactory. Desired results are being produced in the manner expected.
S—Strong	Performance is characterized by exceptional proficiency.
O—Outstanding	Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

Specific Duty	Rating Letter
SPECIFIC DUTY NO. 1: Established and maintains a legitimate S&T publishing representation for the purpose of developing natural access to Station targets.	S
SPECIFIC DUTY NO. 2: Uses his cover to develop leads on eventual access or support type assets to be used by the Station against the local MHHARSH target.	S
SPECIFIC DUTY NO. 3: Responds to various Station requirements including investigative work.	S
SPECIFIC DUTY NO. 4: Initiates contact with selected local MHHARSH targets and undertakes to develop sufficient rapport with them to provide operational assessments.	S
SPECIFIC DUTY NO. 5:	-
SPECIFIC DUTY NO. 6:	

29 JUN 1970

OVERALL PERFORMANCE IN CURRENT POSITION

	Rating Letter
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.	S

FORM 45 OBSOLETE PREVIOUS EDITIONS

SECRET

(When Filled In)

SECTION C — NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

The comments of the rating officer are limited to the period from October 1969
to March 1970 during which he worked with Subject. The previous rating officer has
added his comments to allow coverage of the total indicated period from April 1969
to March 1970. During this period Subject was integrated in a new team assigned to
the local S&T and Commercial MHHARSH target. Subject's recent activity has been
very productive indeed. Subject used the excellent potential given to him by his
cover to skillfully spot and assess access agent candidates. As Subject's opera-
tional situation in Paris precludes making recruitment, the most promising of these
candidates was placed in contact with a Station officer during social events Subject
organized. At the same time, Subject continued his efforts to develop personal rela-
tionship with several MHHARSHers. The beginning of personal, as opposed to purely
professional, relations with a major MHHARSH target enabled him to obtain insight
into the target's beliefs and personality which was the best the Station had to date.
Subject also managed to establish contact with two other MHHARSH representatives of
interest. This, in one case, required almost six months to accomplish via a combina-
tion of patience, skill and determination. Subject is an experienced officer. He
is cost conscious and practices good security. The Station has no other asset with
the necessary scientific and editorial know-how, fluent French and local knowledge
to replace Subject. In view of this and the recent progress made by Subject in
response to very specific requirements and his willingness to try to establish per-
sonal and, hopefully, social relations with access prospects and MHHARSH targets,
the Station recently recommended that he be extended in Paris. At the same time, the
Station recommended that Subject's cover be reinforced by full-time employment with
Subject's current WOLADY part-time employer.

SECTION D — CERTIFICATION AND COMMENTS

BY EMPLOYEE

1\. I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE	SIGNATURE OF EMPLOYEE
	/s/ [redacted]

BY SUPERVISOR

2\.

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
	Handling Officer Chief, SR II	/s/ Francis Sherry /s/ Murat Natirboff

BY REVIEWING OFFICIAL

3\. COMMENTS OF REVIEWING OFFICIAL

As previous Station correspondence and fitness reports will reflect, this
officer has been the subject of varying evaluations and projections in recent years.
In fairness to him, however, it is equally true that an officer under non-official
cover reflects, in the level and quality of his performance, the amount and type
of guidance, direction and push he receives from the responsible inside case
officer. Making allowances for these variables, this officer's past record has not
been impressive; however, it is also correct to note that he has improved sub-
stantially during the latter part of the period under review, and that if the Station
can work out some fiscal arrangement which will reduce the heavy financial input

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
19 May 1970	DCOS	/s/ Hugh Montgomery

SECRET

Section D3 continued

from the Organization, his continued presence at this Station definitely appears to be warranted for a sufficient period to reach more definite conclusions concerning the level of sustained performance over a somewhat longer period than that reflected by this report.

On balance, we are pleased that this officer has responded so well to greater case officer direction and that he has undertaken somewhat more aggressive efforts to expand his range of contacts in immediate proximity to the primary Station targets. This officer does bring many talents to bear on his operational activity: he has absolutely fluent French, a solid and exploitable cover, and a vast range of contacts in the local community. Nonetheless, it will require additional time to explore these contacts in depth, select those which appear to be operationally viable, and pursue them actively either to the point of recruitment by another officer or elimination from further development, for whatever reason.

In sum, in spite of the recognized and commendable improvement in this officer's performance during the period under review, the reviewer submits that the letter grade for specific duties 2 and 4 would more properly have been a "P", and that the overall rating, at this point, would more accurately be set at a level between "P" and "S", probably closer to the former than the latter.

This reviewing comment has been read by the officers who prepared the Fitness Report.

SECRET
(When Filled In)

FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 006102

SECTION A — GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
[redacted]	20 Jan 1924	M	GS-15	D

6. OFFICIAL POSITION TITLE	7. OFF/DIV/BR OF ASSIGNMENT	8. CURRENT STATION
Ops Officer	DDP/EUR/France	Paris

9. CHECK (X) TYPE OF APPOINTMENT

X	CAREER		RESERVE		TEMPORARY
	CAREER-PROVISIONAL *(See instructions - Section C)*				
	SPECIAL *(Specify)*:				

10. CHECK (X) TYPE OF REPORT

	INITIAL		REASSIGNMENT SUPERVISOR
X	ANNUAL		REASSIGNMENT EMPLOYEE
	SPECIAL *(Specify)*:		

11. DATE REPORT DUE IN O.P.	12. REPORTING PERIOD (From- to-)
	1 October 196[illegible] - 31 March 1969

SECTION B — PERFORMANCE EVALUATION

W - Weak: Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.

A - Adequate: Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.

P - Proficient: Performance is more than satisfactory. Desired results are being produced in a proficient manner.

S - Strong: Performance is characterized by exceptional proficiency.

O - Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise *(indicate number of employees supervised)*.

Specific Duty	Rating Letter
SPECIFIC DUTY NO. 1: Establishes and maintains a legitimate S&T publishing representation for the purpose of developing natural access to Station targets.	S
SPECIFIC DUTY NO. 2: Develops cover pretexts to meet WOLADY and third national of operational interest in the S&T community.	S
SPECIFIC DUTY NO. 3: Responds to Station ad-hoc requirements on the local internal target.	S
SPECIFIC DUTY NO. 4: Develops potential agent prospects in the S&T community to the point where they can be recommended as Station agent candidates.	P
SPECIFIC DUTY NO. 5:	
SPECIFIC DUTY NO. 6: 20 OC	

OVERALL PERFORMANCE IN CURRENT POSITION

	Rating Letter
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.	S

FORM 4-62 45 OBSOLETE PREVIOUS EDITIONS. SECRET

GROUP 1 Excluded from automatic downgrading and declassification

SECRET
(When Filled In)

SECTION C — **NARRATIVE COMMENTS**

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

OCT 9 1 35 PM '69

During this reporting period subject had very quickly increased the tempo of his activities and contacts. Many agent prospects have been screened and contacts were established with people of interest to several elements of the Station. Subject is particularly thorough and outstanding on specific investigations where he utilized cover in a skillful and imaginative way. He has improved in terms of people development but in this respect he is still best with people in a professionally related context rather than a contrived social context. As mentioned in the previous report subject's cover assignment does not allow him to make recruitments. Subject has a high degree of cost consciousness and does not exercise any supervisory responsibilities.

SECTION D — **CERTIFICATION AND COMMENTS**

BY EMPLOYEE

1\. I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE	SIGNATURE OF EMPLOYEE
11 June 1969	/s/ [redacted]

BY SUPERVISOR

2\.

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
5 June 1969	Ops Officer	/s/ Murat Natirboff

BY REVIEWING OFFICIAL

3\. COMMENTS OF REVIEWING OFFICIAL

I do not concur in this rating. I would have given the employee STRONG in the performance of his cover responsibilities, that is to say in the manner in which he has created and expanded his cover. I would have restricted myself to PROFICIENT, however, in assessing his exploitation of that cover for operational purposes. For a fuller treatment of this staff agent's performance, suggest that reference be made to the KCC Status Report, submitted 26 May 1969, via OFPA-39925.

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
23 JUNE 1969	Chief of Station	/s/ David kE. Murphy

SECRET

14-00000

SECRET
(When Filled In)

FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 006102

SECTION A — GENERAL

Richardson, Sigfried

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
[redacted]	20 Jan 1924	M	GS-15	D'

6. OFFICIAL POSITION TITLE	7. OFF/DIV/BR OF ASSIGNMENT	8. CURRENT STATION
Ops Officer	DDP/EUR/France	Paris

9. CHECK (X) TYPE OF APPOINTMENT: CAREER / RESERVE / TEMPORARY / CAREER-PROVISIONAL (See instructions - Section C) / SPECIAL (Specify):

10. CHECK (X) TYPE OF REPORT: INITIAL / REASSIGNMENT SUPERVISOR / ANNUAL / REASSIGNMENT EMPLOYEE / SPECIAL (Specify):

11. DATE REPORT DUE IN O.P.

12. REPORTING PERIOD (From- to-) 1 April 1967 - 31 March 196[illegible] (30 September)

SECTION B — PERFORMANCE EVALUATION

- W - Weak: Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.
- A - Adequate: Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.
- P - Proficient: Performance is more than satisfactory. Desired results are being produced in a proficient manner.
- S - Strong: Performance is characterized by exceptional proficiency.
- O - Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

Specific Duty	Rating Letter
SPECIFIC DUTY NO. 1: Establishes and maintains a legitimate S&T publishing representation for the purpose of developing natural access to Station targets.	S
SPECIFIC DUTY NO. 2: Develops cover pretexts to meet WOLADY and third national of operational interest in the S&T community.	S
SPECIFIC DUTY NO. 3: Responds to Station ad-hoc requirements on the local internal target.	S
SPECIFIC DUTY NO. 4: Develops potential agent prospects in the S&T community to the point where they can be recommended as Station agent candidates.	P
SPECIFIC DUTY NO. 5	
SPECIFIC DUTY NO. 6	

OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: S

FORM 4-62 45 OBSOLETE PREVIOUS EDITIONS. SECRET GROUP 1 Excluded from automatic downgrading and declassification

SECRET
(When Filled In)

SECTION C	NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

Since the last reporting period Subject's efforts were directed by the Station toward the spotting, developing and assessing WOLADY S&T agent candidates in terms of recruitment and inclusion in the Station's S&T spotting network.

Subject has done thorough and at times imaginative spade work in this field despite the fact that the mission was not as successful as anticipated. Recent progress however would indicate that the next reporting period would be more productive.

Subject continues to respond to ad-hoc specific assignments in an exemplary manner.

Because of the nature of his cover assignment Subject is not authorized to make recruitments.

Subject has a high degree of cost consciousness. He does not exercise any supervisory responsibilities under his cover assignment.

SECTION D	CERTIFICATION AND COMMENTS	
1.	BY EMPLOYEE	
	I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT	
DATE: 24 Oct. 1968	SIGNATURE OF EMPLOYEE: /s/ [redacted]	
2.	BY SUPERVISOR	
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE: 28 Oct. 1968	OFFICIAL TITLE OF SUPERVISOR: Ops Officer	TYPED OR PRINTED NAME AND SIGNATURE: /s/ Murat Natirboff
3.	BY REVIEWING OFFICIAL	
COMMENTS OF REVIEWING OFFICIAL: See attached.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL: Chief ofStation	TYPED OR PRINTED NAME AND SIGNATURE: /s/ David E. Murphy

SECRET

14-00000

ADDENDUM, Form 45 (Fitness Report), for period March 67-March 68.

Section D

As the individual being rated, I would like to add some remarks to those prepared by the rating officer.

The assignment I have includes managerial responsibilities which (a) are essential to the continued existence and security of the cover mechanism as a vehicle for operational exploitation, and (b) are not necessarily visible to those "on the inside."

In the case of (a), I must engage in a constant orchestration of the cover and the facilities it offers. This means maintaining a managerial equilibrium to insure that cover work will not become, of itself, so demanding that it negates the cover's utility to the CS. In effect, the top officers and middle managers of the cover corporation [who are not cleared and witting] have to be satisfied that their demands are met (or cannot be), or else manipulated in order to neutralize or reject their demands. After all, the cover position is to them a legitimate, normal, workaday post in their firm. What work is done at their bidding, it follows, must be accomplished according to the high standards of thoroughness and accuracy which they have set.

In the case of (b) -- which derives from (a) -- and can prove to be so demanding that the needs of the CS could no longer be served, the incumbent is required to manage a span of human contacts at several levels in order to preserve his cover position and enhance its value to the CS. This means planning, directing and managing the work of multinational, multicultural teams of technical correspondents, as well as meetings and negotiations to improve the [cover firm's] relations with similarly widespread individuals at the levels of editor-in-chief, publisher, corporate vice-president, president, and chairman of the board. These levels are scattered not only through industry, but have their analogs as well in government, higher education, and professional societies.

Having previously managed both a CS base and the principal denied-areas operating component of a major field Station, I can report quite honestly that my present managerial responsibilities exceed the former -- despite the apparent lack of "supervisory responsibilities" in my present position.

S E C R E T

3. It is difficult to place in the proper perspective the contribution of this senior staff agent to Paris Station operations. On the one hand, Subject has established superb cover in the scientific and technical field which should have afforded him virtually unlimited access to persons of interest to us, both Soviet and potential access agents. In evaluating the manner in which the employee set up and managed this cover, I would tend to agree with his comments to the fitness report on the managerial demands on him although these comments are somewhat overdrawn.

The principal difficulty has been the time it has taken to relate the cover potential to the specific operational requirements of the Station. We have not received from CASASIN as many leads and assessment reports to persons of operational interest in the S&T field as we think he could have produced. It may be that the earlier listing of the project (viewed as a regional undertaking) contributed to this.

Recently we have noted significant improvement in that we have received responses to requests we have made for assessment and development of potential access agents within a cover context. We hope, therefore, that this last year of CASASIN's stay will be the most productive ever. It is unfortunate that the cover must end because of the cover company's decisions over which we had no control.

/s/ David E. Murphy

S E C R E T

SECRET
(When Filled In)

FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 006102

SECTION A — GENERAL

Richardson, [illegible]

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
[redacted]	20 Jan 24	M	GS-15	D

6. OFFICIAL POSITION TITLE	7. OFF/DIV/BR OF ASSIGNMENT	8. CURRENT STATION
Ops Officer	DDP/EUR/France	Paris

9. CHECK (X) TYPE OF APPOINTMENT: CAREER / RESERVE / TEMPORARY / CAREER-PROVISIONAL (See Instructions - Section C) / SPECIAL (Specify):

10. CHECK (X) TYPE OF REPORT: INITIAL / XXX ANNUAL / SPECIAL (Specify): / REASSIGNMENT SUPERVISOR / REASSIGNMENT EMPLOYEE

11. DATE REPORT DUE IN O.P.:

12. REPORTING PERIOD (From- to-): 1 April 1966 - 31 March 1967

SECTION B — PERFORMANCE EVALUATION

W - Weak — Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.

A - Adequate — Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.

P - Proficient — Performance is more than satisfactory. Desired results are being produced in a proficient manner.

S - Strong — Performance is characterized by exceptional proficiency.

O - Outstanding — Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

Specific Duty	Rating Letter
SPECIFIC DUTY NO. 1: Establishes and maintains a legitimate S&T publishing representation for the purpose of developing natural access to Soviet S&T personnel.	S
SPECIFIC DUTY NO. 2: Develops cover pretexts to meet, assess, and recommend as agent candidates WOLADY and Third Nationals in the HBFAIRY S&T community.	S
SPECIFIC DUTY NO. 3: Contacts and develops local Soviet Bloc personnel.	S
SPECIFIC DUTY NO. 4: Develops cover pretexts to attend selected scientific conferences.	S
SPECIFIC DUTY NO. 5: Responds to local Station adhoc operational requirements.	S
SPECIFIC DUTY NO. 6:	

31 AUG 1967

OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: S

FORM 4-62 45 OBSOLETE PREVIOUS EDITIONS.

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

SECRET
(When Filled In)

SECTION C	NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

Subject continues to maintain a secure effective cover mechanism. In this reporting period the whole thrust and objectives of this cover facility have been changed from pursuit of targets designated by Headquarters at international conferences to pursuit of the local Soviet presence. This has caused a major readjustment and Subject is now beginning to produce the type of leads that help the Station achieve its local operational objectives.

Subject continues to show a well organized methodical approach to his cover and operational tasks.

Subject is cost conscience.

HQRS. NOTE: Subject has no supervisory responsibilities.

Seth T. Crawford
Chief, E/F

SECTION D	CERTIFICATION AND COMMENTS	
1.	BY EMPLOYEE	
	I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT	
DATE	SIGNATURE OF EMPLOYEE	
2.	BY SUPERVISOR	
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION Employee is on h/l. Report will be shown to him upon his return.	
DATE 9 August 1967	OFFICIAL TITLE OF SUPERVISOR Ops Officer	TYPED OR PRINTED NAME AND SIGNATURE /s/Murat Natirboff
3.	BY REVIEWING OFFICIAL	

COMMENTS OF REVIEWING OFFICIAL

I rarely see the written product of this employee's efforts and know little of his work except as I am informed of it by his supervisor in the Station. I have the impression, however, that the employee is responding to his supervisor's guidance and is not by any means simply drifting along paths indicated by his cover work, which can be a temptation when an employee has, as is true in this case, rather limited contact with his colleagues who work under official cover on the same target. I thus concur in the evaluation on the basis of limited knowledge.

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
9 August 1967	Ops Officer	/s/Robert E. Owen

SECRET

14-00000

SECRET
(When Filled In)

FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 006102

SECTION A — GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
[redacted]	20 Jan. 1924	M	GS-15	D

6. OFFICIAL POSITION TITLE	7. OFF/DIV/BR OF ASSIGNMENT	8. CURRENT STATION
Ops Officer	DDP/WE/French	Paris

9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT	
CAREER	RESERVE	TEMPORARY	INITIAL	REASSIGNMENT SUPERVISOR
CAREER-PROVISIONAL (See instructions - Section C)			XX ANNUAL	REASSIGNMENT EMPLOYEE
SPECIAL (Specify):			SPECIAL (Specify):	

11. DATE REPORT DUE IN O.P.	12. REPORTING PERIOD (From- to-)
	3 June 1965 - 31 March 1966

SECTION B — PERFORMANCE EVALUATION

W - Weak: Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could rang ... ng on probation, to reassignment or to separation. Describe actior

A - Adequate: Performance meets all requirements. It is entirely satisfacto ... or excellence.

P - Proficient: Performance is more than satisfactory. Desired results are b

S - Strong: Performance is characterized by exceptional proficiency.

O - Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

List up to six of the most important specifi ... Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONL ... in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

SPECIFIC DUTY	RATING LETTER
SPECIFIC DUTY NO. 1: Establishes and maintains a legitimate S&T publishing representation for the purpose of developing natural access to Soviet S&T personnel	O
SPECIFIC DUTY NO. 2: Develops cover pretexts to attend selected scientific conferences where targeted Soviet S&T personnel are expected	S
SPECIFIC DUTY NO. 3: Contacts, develops and assesses Soviet S&T personalities at international conferences.	S
SPECIFIC DUTY NO. 4: Participates as an inside spotter, manager and key team member in recruitment operations against Soviet S&T personnel	S
SPECIFIC DUTY NO. 5: Spots, develops and assesses Soviet, third national and PBPRIME agent candidates in HBFAIRY	S
SPECIFIC DUTY NO. 6:	

POSTED ON [stamp]

OVERALL PERFORMANCE IN CURRENT POSITION

	RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.	S

FORM 4-62 45 OBSOLETE PREVIOUS EDITIONS. SECRET

GROUP 1 Excluded from automatic downgrading and declassification

SECRET
(When Filled In)

SECTION C	NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

Subject has done an outstanding job in creating a [illegible] mechanism which enables direct access to an important target group. This job was performed [illegible]fully, securely, intelligently and imaginatively. Subject is an experienced, highly capable senior professional officer in every sense of the term. He is a thoroughly organized self-disciplined person who can operate effectively outside a normal Station complex. He has the supple mind required to learn highly technical cover tasks and perform these in a skilled manner. He organizes the performance of these cover duties in such a manner as to extract the most operational mileage. Subject has spotted, assessed, developed, and in special cases recruited. He is extremely articulate, and an excellent writer. Despite his deep cover status, he submits timely finished operational and information reports. His management, administration, and record keeping of both his cover and operational duties is excellent.

Although Subject has had long experience in supervisory capacities, his present singleton cover status does not require supervisory duties.

SECTION D	CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE	SIGNATURE
4 May 1966	/[redacted]

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE	OFFICIAL TITLE OF SUPERVISOR	
4 May 1966	Ops Officer	/s/Murat Natirboff

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
4 May 1966	Ops Officer	/s/Robert E. Owen

SECRET

14-00000

SECRET
(When Filled In)

FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 006102

SECTION A — GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
Richardson, Jacques [redacted]	20 Jan. 1924	M	15	D

6. OFFICIAL POSITION TITLE	7. OFF/DIV/BR OF ASSIGNMENT	8. CURRENT STATION
Ops Officer	DDP/WE/French	Paris

9. CHECK (X) TYPE OF APPOINTMENT: CAREER / RESERVE / TEMPORARY / CAREER-PROVISIONAL (See Instructions - Section C) / SPECIAL (Specify):

10. CHECK (X) TYPE OF REPORT: INITIAL / X ANNUAL / SPECIAL (Specify): / X REASSIGNMENT SUPERVISOR / REASSIGNMENT EMPLOYEE

11. DATE REPORT DUE IN O.P.:

12. REPORTING PERIOD (From- to-): 1 April 1964 - 2 June 1965

SECTION B — PERFORMANCE EVALUATION

- W - Weak: Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.
- A - Adequate: Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.
- P - Proficient: Performance is more than satisfactory. Desired results are being produced in a proficient manner.
- S - Strong: Performance is characterized by exceptional proficiency.
- O - Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

Specific Duty	Rating Letter
SPECIFIC DUTY NO. 1 Contact, cultivation and assessment of, and collection of biographic and operational intelligence on Soviet scientific and technical targets, and on other Soviets and other nationalities to whom he has access through his cover.	O
SPECIFIC DUTY NO. 2 Spotting and assessment of potential operational assets to be used against the targets specified under Specific Duty No. 1.	S
SPECIFIC DUTY NO. 3 Execution of operational assignments as directed by Hqs and field stations concerned, whether of a KUTUBE, KUWOLF or KUDESK nature.	O
SPECIFIC DUTY NO. 4 Preparation or acquisition of cover firm written material as operational information to increase his access and flexibility in furtherance of Specific Duties Nos. 1 through 3.	O
SPECIFIC DUTY NO. 5 Planning, directing and managing overseas bureau of cover firm, with emphasis on exploitation of the cover to meet operational requirements.	O
SPECIFIC DUTY NO. 6	

POSTED ON BK OF-4b 6 JUL 1965

OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER: O *

30 JUN 1965

FORM 4-62 45 OBSOLETE PREVIOUS EDITIONS.

SECRET

14-00000

SECRET
(When Filled In)

OFFICE OF PERSONNEL

SECTION C. NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable. During the reporting period this employee as a staff agent has continued the solidification of his cover and the expansion of his operational activity within his cover to a point where he represents as deeply buried a staff officer as can be found in anyone with his past organizational background. From the point of view of the host country authorities he appears to be completely legitimate. From the more important point of view of his targets, he also apparently has been accepted, and not through a lack of opportunity for scrutiny, for what he claims to be. He thus represents for KUBARK an asset who has not only solid status and access cover, but also the demonstrated capability for exploiting his cover for specific and aggressive operational undertakings.

As has been stated in past fitness reports, his present capability directly and openly to approach operational targets through the vehicle of his cover is the result of his own efforts, in which he has devoted a tremendous amount of work not only to establish and enhance the foundations of the cover, which requires a considerable amount of work for the cover company, but to devise and exploit ways and means by which the cover activity may be applied directly to operational tasks and programs. In addition to operational activity in his country of assignment, he has also been used in Hqs-directed activity in other countries, usually involving direct contact with target individuals, and in addition he has contributed greatly to the acquisition of operational information for the use of Hqs components in their overall approach to Soviet scientific and technical targets.

It would be difficult to fault this employee with respect to energy, professional skills, and mental capacity. He is a keen student of his operational environment and very skillful in analyzing the possibilities it offers for application toward operational objectives. He shows considerable resourcefulness in devising logical and credible

(continued)

SECTION D CERTIFICATION AND COMMENTS

BY EMPLOYEE

1\. I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE	SIGNATURE OF EMPLOYEE
1 June 1965	/s/ [redacted]

BY SUPERVISOR

2. MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
1 June 1965	Ops Officer	/s/ James M. Flint

BY REVIEWING OFFICIAL

3\. COMMENTS OF REVIEWING OFFICIAL

Since the Reviewing Officer in the field has not indicated his views on this Fitness Report, I would like to make a comment of my own. Without wishing to detract from anything the Supervisor has said about Subject's performance, I feel obliged to note that the ratings given him in this report are higher than those given, for example, to any Branch Chief in this Division, and, as such, are inconsistent with the grading pattern of the Division as a whole.

Reviewing Officer

2 June 1965 Chief, External Operations Section /s/ Robert E. Owen

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
24 June 65	DC/WE	Edward Ryan (signature)

SECRET

SECTION C continued [redacted]

approaches to operational problems and personalities, and expends considerable effort in maintaining a level of specialized knowledge sufficient to backstop his cover and to ensure the maximum exploitation of his contacts with target organizations and individuals. His command of spoken, written, and technical French is excellent.

From the point of view of supervision, this employee in his present position requires guidance only insofar as to identify specific targets and for him to protect himself in situations where he does not have, by virtue of his not having access to official files, specialized information. Otherwise, he requires no supervision other than the periodic provision of policy and operational directives.

This employee has always been conscious and punctillious in his preparation of operational and administrative reports, including financial accountings, and his reporting in general, despite the burdens imposed by the necessity for minimizing the risks inherent in the lack of access to classified storage, leaves nothing to be desired.

Other than the funds for operational activities, this employee currently has no responsibility for the programming and use of personnel, space, equipment, and funds.

With respect to dedication to his job, this employee has practically speaking single-handedly built his present cover/operational position despite a number of negative factors inherent to his situation such as relative isolation, meager opportunity for contact with his professional group, and expensive area of assignment, and an exposed cover situation where the necessity for living cover is compounded by the necessity of avoiding mistakes which might jeopardize cover. His dedication to and enthusiasm for accepting the challenge ofthis assignment, and his willingness to continue on in it, deserve particular mention, particularly since he would perhaps justifiably feel that his present assignment may leave him outside the mainstream of competitive organization progression.

This employee's health and family situations leave nothing to be desired, as his proven mobility in the execution of operational assignments attests.

It should further be noted that with respect to the problem endemic to deep-cover assignments of allocation of time between cover work and operational activity, this employee comes very close to the happy norm of making cover work complement operational work, and making operational work contribute where possible to the enhancement of cover.

While this employee's assignment to date has essentially been a one-man show, it is recommended that serious consideration be given to expanding the operational complex which he has created in order to capitalize on his experience, the work he has put in to date, and his own management capabilities.

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*(Section B) - No special recognition of Subject's <u>"Outstanding"</u> overall performance is being requested at this time.

14-00000

SECRET
(When Filled In)

FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 006102

SECTION A — GENERAL

1. NAME (Last) (First) (Middle): Richardson, Augusto [redacted]	2. DATE OF BIRTH: 20 Jan 1924	3. SEX: M	4. GRADE: GS-15	5. SD: D
6. OFFICIAL POSITION TITLE: Ops. Officer	7. OFF. DIV. BR OF ASSIGNMENT: DDP/WE/France		8. CURRENT STATION: Paris	

9. CHECK (X) TYPE OF APPOINTMENT

	CAREER		RESERVE		TEMPORARY
	CAREER-PROVISIONAL (See instructions - Section C)				
	SPECIAL (Specify):				

10. CHECK (X) TYPE OF REPORT

	INITIAL		REASSIGNMENT SUPERVISOR
X	ANNUAL		REASSIGNMENT EMPLOYEE
	SPECIAL (Specify):		

11. DATE REPORT DUE IN O.P.: 31 May 1964

12. REPORTING PERIOD (From- to-): 1 April 1963 - 31 March 1964

SECTION B — PERFORMANCE EVALUATION

W - Weak: Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.

A - Adequate: Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.

P - Proficient: Performance is more than satisfactory. Desired results are being produced in a proficient manner.

S - Strong: Performance is characterized by exceptional proficiency.

O - Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

SPECIFIC DUTY	RATING LETTER
SPECIFIC DUTY NO. 1: Finding, cultivating unwittingly and assessing new target personalities among Soviet scientists, engineers and other technical specialists.	S
SPECIFIC DUTY NO. 2: Continuing the assessment and unwitting development of established targets in the same category.	S
SPECIFIC DUTY NO. 3: Development of similar leads on target personalities from other denied areas; making recruitments outside base country.	S
SPECIFIC DUTY NO. 4: Development and assessment of technical personalities of interest to station's internal (domestic) programs.	S
SPECIFIC DUTY NO. 5: Managing and directing cover company's foreign bureau and its assets to strengthen own cover and diversify access for KUTUBE, KUWOLF and KUDESK purposes.	O
SPECIFIC DUTY NO. 6: Researching, writing and editing own and others' material published by cover company to strengthen cover and diversify access for KUDOVE operational purposes.	O

POSTED ON OF-4 ... 64

OVERALL PERFORMANCE IN CURRENT POSITION

	RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.	S

26 JUN 1964

FORM 4-62 45 OBSOLETE PREVIOUS EDITIONS.

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

14-00000

SECRET
(When Filled In)

SECTION C NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

JUN 25 11 28 AM '64

This employee combines the relatively rare combination of a senior and broadly experienced intelligence officer under working cover providing both long-term status in his country of residence (and in Europe in general) and access for a variety of operational functions, including spotting, assessing, contact with Soviet bloc nationals of specific interest, investigative measures, assessment in depth of ostensibly cover-company hired persons, and attendance at a broad range of national and international specialized meetings. Development of the capability operationally to exploit his cover has been the achievement of the employee himself. In so doing he has at the same time achieved genuine acceptance by his cover company associates (most of whom are unwitting) and his colleagues in his cover profession and related professions.

In undertaking operational tasks this employee has consistently shown initiative imagination, security consciousness, and application of both operational and substantive background to the problem at hand. He has put a conscious effort into improving his already excellent command of the French language, and his grasp of a variety of specialized scientific and technical fields has been achieved basically as a result of his own efforts.

His management of operational reporting, finances, and the administrative problems connected with his cover status has been exemplary.

It should be noted that during the reporting period, this employee has not had the benefit at all times of specific pinpointed operational direction. As of the end of the reporting period, Headquarters assumed control of his activities against specific Soviet targets on a Europe-wide basis.

SECTION D CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE	SIGNATURE OF EMPLOYEE
25 May 1964	/s/ [redacted]

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
Eighteen		
DATE	**OFFICIAL TITLE OF SUPERVISOR**	**TYPED OR PRINTED NAME AND SIGNATURE**
25 May 1964	Ops. Officer	/s/ James Flint

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
25 May 1964	Ops. Officer	/s/ Robert E. Owen

SECRET

14-00000

SECRET
(When Filled In)

Richardson, Jacques

FITNESS REPORT

EMPLOYEE SERIAL NUMBER: 037367 010102

GENERAL

SECTION A

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
[redacted]	20 Jan 1924	M	GS-15	D

6. OFFICIAL POSITION TITLE	7. OFF/DIV/BR OF ASSIGNMENT	8. CURRENT STATION
Ops Officer	DDP/SR	Paris

9. CHECK (X) TYPE OF APPOINTMENT
- [ ] CAREER
- [ ] RESERVE
- [ ] TEMPORARY
- [ ] CAREER-PROVISIONAL (See instructions - Section C)
- [ ] SPECIAL (Specify):

10. CHECK (X) TYPE OF REPORT
- [ ] INITIAL
- [ ] REASSIGNMENT SUPERVISOR
- [x] ANNUAL
- [ ] REASSIGNMENT EMPLOYEE
- [ ] SPECIAL (Specify):

11. DATE REPORT DUE IN O.P.: 31 May 1963

12. REPORTING PERIOD (From- to-): 10 September 1962 - 31 March 1963

SECTION B PERFORMANCE EVALUATION

W - Weak: Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.

A - Adequate: Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.

P - Proficient: Performance is more than satisfactory. Desired results are being produced in a proficient manner.

S - Strong: Performance is characterized by exceptional proficiency.

O - Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

SPECIFIC DUTY	RATING LETTER
SPECIFIC DUTY NO. 1: Establishment and maintenance of cover as a genuine working member of his profession.	O
SPECIFIC DUTY NO. 2: Spotting and assessing persons of operational interest to Paris Station and to other stations.	S
SPECIFIC DUTY NO. 3: Investigating of organizations and phenomena of operational interest to the Station.	S
SPECIFIC DUTY NO. 4: Collection of positive and operational information using his cover for entree.	S
SPECIFIC DUTY NO. 5:	
SPECIFIC DUTY NO. 6:	

POSTED ON 16 [illegible] 63

OVERALL PERFORMANCE IN CURRENT POSITION

	RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.	S

15 JUL 1963

FORM 4-62 45 OBSOLETE PREVIOUS EDITIONS.

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

14-00000

SECRET
(When Filled In)

SECTION C — **NARRATIVE COMMENTS**

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

See attached sheet.

SECTION D — **CERTIFICATION AND COMMENTS**

BY EMPLOYEE

1\.

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE	SIGNATURE OF EMPLOYEE
15 May 1963	[redacted] /s/

BY SUPERVISOR

2\.

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
6½ months		
DATE	**OFFICIAL TITLE OF SUPERVISOR**	**TYPED OR PRINTED NAME AND SIGNATURE**
15 May 1963	Ops Officer	/s/ James Flint

BY REVIEWING OFFICIAL

3\.

COMMENTS OF REVIEWING OFFICIAL

See attached sheet.

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
20 May 1963	OPS Officdr	/s/ Edward Ryan

SECRET

14-00000

SECRET Richardson, Jacques [redacted]

SECTION C

NARRATIVE COMMENTS

The assignment of this employee to the field under non-official cover was designed to compensate for the loss of an employee in an official cover slot which was cut from the Station's ODACID allotment of personnel positions.

During the reporting period this employee has accomplished with success the convincing establishment of his cover in a complex milieu, and has been accepted as legitimate by his professional colleagues, the persons whom he meets under cover, and the French authorities. It should be noted that his ability to assume his cover has been largely the result of his own efforts over a period of years to acquire and maintain a familiarity with the general scientific field.

During the reporting period he has devoloped a wide circle of contacts in the scientific and journalistic fields and applies a long background in a variety of assignments in KUDOVE to the determination and assessment of operational potential among these contacts. At the same time his cover organization, in which only four persons are witting of his actual status, has shown itself to be more than satisfied with his performance of his cover duties.

This employee requires a minimum of detailed operational supervision; it is necessary in specific cases only to indicate the operational or informational objectives.

From the point of view of administrative support, his attention to detail and meticulousness reduce the problems of his support by the Station to a minimum.

This employee uses the French language continuously, and his facility is such as to permit him to handle himself excellently in a broad range of complex technical subjects. He has in addition undertaken specialized French language training to develop this capability further. His operational reporting is excellent both with regard to clarity and pertinence.

In the immediate future he will be assigned case work, for the most part in fields where it will complement, and be complemented by, his independent operational activities and cover work.

SECRET

SECRET

6101

6 August 1962

[redacted]

Memorandum in Lieu of Fitness Report Richardson, Eugene

Subject: [redacted]

My last statements concerning the performance of [redacted] should be extended to cover the remainder of his service as Chief of SR/6. He departed headquarters for a field assignment 31 July 1962.

QUENTIN C. JOHNSON
Chief of Operations and Plans
SR Division

CONCUR: HOWARD J. OSBORN
Chief, SR Division

14-00000

DEC 1961.

SECRET
(When Filled In)

Recorded by CSPD

FITNESS REPORT	EMPLOYEE SERIAL NUMBER
Richardson, Jacques	

SECTION A [redacted] **GENERAL**

1. NAME [redacted] (Middle)	2. DATE OF BIRTH 20 January 1924	3. SEX M	4. GRADE GS-14
5. SERVICE DESIGNATION D	6. OFFICIAL POSITION TITLE Branch Chief		7. OFF/DIV/BR OF ASSIGNMENT OC/SR/6

8. CAREER STAFF STATUS			9. TYPE OF REPORT	
NOT ELIGIBLE	MEMBER	DEFERRED	INITIAL	REASSIGNMENT/SUPERVISOR
PENDING	DECLINED	DENIED	X ANNUAL	REASSIGNMENT/EMPLOYEE

10. DATE REPORT DUE IN O.P.	11. REPORTING PERIOD From To: July 1960-October 61	SPECIAL (Specify)

SECTION B **EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES**

List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise *(indicate number of employees supervised)*.

1 - Unsatisfactory | 2 - Barely adequate | 3 - Acceptable | 4 - Competent | 5 - Excellent | 6 - Superior | 7 - Outstanding

SPECIFIC DUTY	RATING NO.	SPECIFIC DUTY	RATING NO.
SPECIFIC DUTY NO. 1 Supervises large functional branch of thirty-seven staff and fifteen contract personnel.	5	SPECIFIC DUTY NO. 4 Conducts liaison with various components of the Agency and with other agencies.	6
SPECIFIC DUTY NO. 2 Plans and programs for operations support, including initiation of new support activities.	5	SPECIFIC DUTY NO. 5 Prepares and presents briefings.	6
SPECIFIC DUTY NO. 3 Supervises preparation of, and sometimes personally prepares, special studies both on own initiative and on request.	5	SPECIFIC DUTY NO. 6 Supervises maintenance of SR Division records on Soviet defectors, supports exploitation of defectors and participates in their resettlement.	5

SECTION C **EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION**

Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.

1 - Performance in many important respects fails to meet requirements.
2 - Performance meets most requirements but is deficient in one or more important respects.
3 - Performance clearly meets basic requirements.
4 - Performance clearly exceeds basic requirements.
5 - Performance in every important respect is superior.
6 - Performance in every respect is outstanding.

RATING NO. 5

SECTION D **DESCRIPTION OF THE EMPLOYEE**

In the rating boxes below, check (X) the degree to which each characteristic applies to the employee

1 - Least possible degree | 2 - Limited degree | 3 - Normal degree | 4 - Above average degree | 5 - Outstanding degree

CHARACTERISTICS	NOT APPLICABLE	NOT OBSERVED	1	2	3	4	5
GETS THINGS DONE							X
RESOURCEFUL							X
ACCEPTS RESPONSIBILITIES						X	
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES						X	
DOES HIS JOB WITHOUT STRONG SUPPORT						X	
FACILITATES SMOOTH OPERATION OF HIS OFFICE						X	
WRITES EFFECTIVELY							X
SECURITY CONSCIOUS						X	
THINKS CLEARLY						X	
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS						X	
OTHER (Specify):							

SEE SECTION "E" ON REVERSE SIDE

FORM 8-58 45 OBSOLETE PREVIOUS EDITIONS. **SECRET** (4)

SECRET
(When Filled In)

SECTION E	NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

OFFICE OF ... 1961 ... 30 AM '61 MAIL ROOM

Mr. [redacted] has a good knowledge of Soviet matters and generally is very well informed. He continually demonstrates much initiative and a high degree of productivity. He is stimulating to his associates, businesslike and delegates work easily. He appears very self-confident and he is dynamic.

Mr. [redacted] supervises a very large and key branch engaged in a wide variety of activities, a difficult job which he does well.

SECTION F	CERTIFICATION AND COMMENTS
1.	BY EMPLOYEE
	I certify that I have seen Sections A, B, C, D and E of this Report.
DATE: 9 November 1961	SIGNATURE OF EMPLOYEE: [redacted]
2.	BY SUPERVISOR
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: Twelve	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

	EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS	REPORT MADE WITHIN LAST 90 DAYS
	OTHER *(Specify)*:	

DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
9 November 1961	SR/Chief of Plans and Operations	QUENTIN C. JOHNSON (signature)

3. BY REVIEWING OFFICIAL

X	I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.
	I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.
	I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.
	I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
21 NOV 1961	Chief, SR Division	JOHN M. MAURY (signature)

SECRET

14-00000

SECRET
(When Filled In)

FITNESS REPORT

EMPLOYEE SERIAL NUMBER

SECTION A — GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. GRADE
RICHARDSON Jocque	20 Jan 1924	M	GS-14

5. SERVICE DESIGNATION	6. OFFICIAL POSITION TITLE	7. OFF/DIV/BR OF ASSIGNMENT
DI		FE/Tokyo Sta/SR

8. CAREER STAFF STATUS: NOT ELIGIBLE / MEMBER / DEFERRED / PENDING / DECLINED / DENIED

9. TYPE OF REPORT: INITIAL / REASSIGNMENT/SUPERVISOR / X ANNUAL / X REASSIGNMENT/EMPLOYEE / SPECIAL (Specify)

10. DATE REPORT DUE IN O.P.

11. REPORTING PERIOD From 1 Apr 59 - 24 June 62

SECTION B — EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise *(indicate number of employees supervised)*.

1 - Unsatisfactory | 2 - Barely adequate | 3 - Acceptable | 4 - Competent | 5 - Excellent | 6 - Superior | 7 - Outstanding

SPECIFIC DUTY	RATING NO.	SPECIFIC DUTY	RATING NO.
NO. 1: Chief, Soviet Branch, responsible for activities of 24 staff and 6 contract employees	6	NO. 4: Case officer	5/6
NO. 2: Responsible for station SR planning, budgeting, and operating activities	6	NO. 5:	
NO. 3: Representing the station at varied levels in all SR matters	6	NO. 6:	

SECTION C — EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.

1 - Performance in many important respects fails to meet requirements.
2 - Performance meets most requirements but is deficient in one or more important respects.
3 - Performance clearly meets basic requirements.
4 - Performance clearly exceeds basic requirements.
5 - Performance in every important respect is superior.
6 - Performance in every respect is outstanding.

RATING NO.: 5

SECTION D — DESCRIPTION OF THE EMPLOYEE

In the rating boxes below, check (X) the degree to which each characteristic applies to the employee.

1 - Least possible degree | 2 - Limited degree | 3 - Normal degree | 4 - Above average degree | 5 - Outstanding degree

CHARACTERISTICS	NOT APPLICABLE	NOT OBSERVED	1	2	3	4	5
GETS THINGS DONE							X
RESOURCEFUL							X
ACCEPTS RESPONSIBILITIES						X	
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES						X	
DOES HIS JOB WITHOUT STRONG SUPPORT						X	
FACILITATES SMOOTH OPERATION OF HIS OFFICE						X	
WRITES EFFECTIVELY						X	
SECURITY CONSCIOUS							X
THINKS CLEARLY						X	
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS						X	
OTHER (Specify):							

SEE SECTION "E" ON REVERSE SIDE

FORM 8-58 45 OBSOLETE PREVIOUS EDITIONS. SECRET (4)

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SECRET
(When Filled In)

SECTION E — **NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE**

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

In most respects, this officer is one of the best I have known in this agency. He has a broad and deep knowledge of his target area, as well as of his "host" country; an excellent and proven degree of operational "know-how"; the ability to write and speak lucidly and effectively and with apparent ease; and a very high degree of motivation and devotion to duty. He can be expected to continue his dynamic and imaginative pursuit of a most difficult target. It is my opinion that this officer has great potential and is ready for increased responsibilities which would involve the promotion for which he has been recommended. As for training, a good managerial course might help to bring into even sharper focus his many talents.

This report has been prepared in accordance with F E Division standards which recognize the principle of rating the individual against the group. Thus an 'average' rating reflects an entirely satisfactory performance.

SECTION F — **CERTIFICATION AND COMMENTS**

1. BY EMPLOYEE

I certify that I have seen Sections A, B, C, D and E of this Report.

DATE	SIGNATURE OF EMPLOYEE
23 June 1960	Jacque Richardson/s/ on transmittal

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

- [ ] EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS
- [ ] REPORT MADE WITHIN LAST 90 DAYS
- [ ] OTHER (Specify):

DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
23 June 1960		Adam Brindle(P) signed on transmittal

3. BY REVIEWING OFFICIAL

- [x] I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.
- [ ] I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.
- [ ] I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.
- [ ] I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
	COS, Tokyo	John Baker/s/ on transmittal

SECRET

SECRET
(When Filled In)

FITNESS REPORT

EMPLOYEE SERIAL NUMBER

SECTION A — GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. GRADE
RICHARDSON, Jacques	20 January 192[illegible]	M	GS-11

5. SERVICE DESIGNATION	6. OFFICIAL POSITION TITLE	7. OFF/DIV/BR OF ASSIGNMENT
		SR, Tokyo, Japan

8. CAREER STAFF STATUS

	NOT ELIGIBLE	X	MEMBER		DEFERRED
	PENDING		DECLINED		DENIED

9. TYPE OF REPORT

	INITIAL		REASSIGNMENT/SUPERVISOR
X	ANNUAL		REASSIGNMENT/EMPLOYEE

SPECIAL (Specify):

10. DATE REPORT DUE IN O.P.: 31 May 1959

11. REPORTING PERIOD From 10 Apr 58 To 31 Mar 59

SECTION B — EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

1 - Unsatisfactory	2 - Barely adequate	3 - Acceptable	4 - Competent	5 - Excellent	6 - Superior	7 - Outstanding

SPECIFIC DUTY	RATING NO.	SPECIFIC DUTY	RATING NO.
NO. 1: Supervises and directs operational branch of some 17 persons	5	NO. 4: Case officer	6
NO. 2: Conducts operational liaison with local intelligence and security services.	6	NO. 5:	
NO. 3: Conducts liaison with U.S. military and civilian intelligence services	6	NO. 6:	

SECTION C — EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.

1 - Performance in many important respects fails to meet requirements.
2 - Performance meets most requirements but is deficient in one or more important respects.
3 - Performance clearly meets basic requirements.
4 - Performance clearly exceeds basic requirements.
5 - Performance in every important respect is superior.
6 - Performance in every respect is outstanding.

RATING NO.: 5

SECTION D — DESCRIPTION OF THE EMPLOYEE

In the rating boxes below, check (X) the degree to which each characteristic applies to the employee

1 - Least possible degree	2 - Limited degree	3 - Normal degree	4 - Above average degree	5 - Outstanding degree

CHARACTERISTICS	NOT APPLICABLE	NOT OBSERVED	1	2	3	4	5
GETS THINGS DONE							X
RESOURCEFUL							X
ACCEPTS RESPONSIBILITIES						X	
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES						X	
DOES HIS JOB WITHOUT STRONG SUPPORT							
FACILITATES SMOOTH OPERATION OF HIS OFFICE							
WRITES EFFECTIVELY							X
SECURITY CONSCIOUS							X
THINKS CLEARLY						X	
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS							X
OTHER (Specify):							

SEE SECTION "E" ON REVERSE SIDE

FORM 8-58 45 OBSOLETE PREVIOUS EDITIONS.

SECRET

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SECRET
(When Filled In)

SECTION E — **NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE**

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

JUN 22 11 19 AH '59 RI MAIL ROOM

Subject continues as one of the most capable, professional and hard working of the branch chiefs in the Station. Working against a tough denied area problem, he demonstrates imagination, drive, excellent area background and knowledge, and a high degree of productivity. He definitely has the potential for an even more responsible position.

SECTION F — **CERTIFICATION AND COMMENTS**

BY EMPLOYEE

1\. *I certify that I have seen Sections A, B, C, D and E of this Report.*

DATE	SIGNATURE OF EMPLOYEE
27 April 1959	signed on transmittal

BY SUPERVISOR

2\.

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION
22	

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

	EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS		REPORT MADE WITHIN LAST 90 DAYS
	OTHER (Specify):		

DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
27 April 1959	DC Tokyo Station	William Nelson signed on transmittal

BY REVIEWING OFFICIAL

3\.

X	I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.
	I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.
	I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.
	I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
27 April 1959	C/Tokyo Station	John E. Baker signed on transmittal

SECRET

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SECRET (When Filled In)

SR 8

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section "A" below.

SECTION A. GENERAL

1. NAME (Last) (First) (Middle) RICHARDSON JACQUES	2. DATE OF BIRTH 20 Jan 1924	3. SEX M	4. SERVICE DESIGNATION DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT FE, TOKYO, JAPAN	6. OFFICIAL POSITION TITLE Area Ops Officer		
7. GRADE GS-14	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 1 October 1957 - 9 April 1958	
10. TYPE OF REPORT (Check one)	INITIAL / ANNUAL	REASSIGNMENT-SUPERVISOR / REASSIGNMENT-EMPLOYEE	X SPECIAL (Specify) Promotion

SECTION B. CERTIFICATION

1. FOR THE RATER: THIS REPORT [X] HAS [ ] HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT:

A. CHECK (X) APPROPRIATE STATEMENTS:

X	THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.		IF INDIVIDUAL IS RATED "1" IN C1 OR D, A WARNING LETTER WAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT.
	THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.		I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW I EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
	I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.		

B. THIS DATE	C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	D. SUPERVISOR'S OFFICIAL TITLE
*27 May 1958	William E. Nelson	

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

	BY	DATE
Posted Pos. Control	[signature]	11 JUL
Reviewed by PCD	[initials]	7/24/58

THIS REPORT HAS BEEN REVIEWED UNDER CRITERIA ... AND IN CONFORMANCE ...

[ ] CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
27 May 1958	John E. Baker	

SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

INSERT RATING NUMBER: 5/6

1 - DOES NOT PERFORM DUTIES ADEQUATELY. HE IS INCOMPETENT.
2 - BARELY ADEQUATE IN PERFORMANCE. ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
3 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY. OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
4 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
5 - A FINE PERFORMANCE. CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
6 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

FORM NO. 45 (Part I) 1 NOV 55 — REPLACES PREVIOUS EDITIONS OF FORMS 45 AND 45a WHICH ARE OBSOLETE.

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Performance (4)

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(When Filled In)

C. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

DIRECTIONS:
a. State in the spaces below up to six of the more important SPECIFIC duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties.
b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.
c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).
d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.
e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
f. Be specific. Examples of the kind of duties that might be rated are:

ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERROGATIONS
GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES
CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN
WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES
CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS
TYPING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK
TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING
SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA

g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

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DESCRIPTIVE RATING NUMBER
1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY
2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY
3 - PERFORMS THIS DUTY ACCEPTABLY
4 - PERFORMS THIS DUTY IN A COMPETENT MANNER
5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB
6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS
7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY

SPECIFIC DUTY	RATING NUMBER	SPECIFIC DUTY	RATING NUMBER
SPECIFIC DUTY NO. 1 As branch chief directs and plans operations of denied area branch.	5/5	SPECIFIC DUTY NO. 4 Conducts liaison with other U.S. agencies	6
SPECIFIC DUTY NO. 2 Conducts operational liaison with local security services.	6	SPECIFIC DUTY NO. 5	
SPECIFIC DUTY NO. 3 Develops and handles agents	6	SPECIFIC DUTY NO. 6	

3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.

Subject is an exceedingly well-equipped operations officer. He is mature, intelligent, has a thorough background in operations in his area and the ability to grow in his job. His operational planning and execution is usually impeccable. He has the loyalty of his subordinates and the respect of his equals and supervisors. He is particularly effective in dealing in the liaison field where his good sense and disinterest in "fighting the problem" produces a maximum of cooperation and good will. If he has any minor fault as a supervisor, it is not in impatience with his subordinates, as reflected in previous evaluations, but in an occasional unwillingness to say no to them.

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: Take into account here everything you know about the individual....productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents....and how he fits in with your team. Compare him with others doing similar work of about the same level.

RATING NUMBER: 6

1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED
2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW
3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION
4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION
5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS
6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION
7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? [ ] YES [X] NO. IF YES, EXPLAIN FULLY:

SECRET

SECRET
(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OP no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E. GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
RICHARDSON JACQUES	30 Jan 1924	M	DI

5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT	6. OFFICIAL POSITION TITLE
FE, TOKYO, JAPAN	Area Ops Officer

7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)
GS-12		1 October 1957 - 9 April 1958

10. TYPE OF REPORT (Check one)				
	INITIAL	REASSIGNMENT-SUPERVISOR	X	SPECIAL (Specify) Promotion
	ANNUAL	REASSIGNMENT-EMPLOYEE		

SECTION F. CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED

A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	C. SUPERVISOR'S OFFICIAL TITLE
27 May 1958	William E. Nelson	

2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.

A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
27 May 1958	John E. Baker	

SECTION G. ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

RATING NUMBER: 5

1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? [X] Yes [ ] No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER
0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION
1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION
2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION
3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION

ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION
3		A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)
3		A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)
	3	A GROUP, WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)
	2	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT
3		WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION
3		WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX
		OTHER (Specify)

FORM NO. 45 (Part II) REPLACES PREVIOUS EDITIONS OF FORMS 45 AND 45A WHICH ARE OBSOLETE.
1 NOV 55

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Potential (4)

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(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION

10 months

4. COMMENTS CONCERNING POTENTIAL

His potential for advancement is excellent. He has the right blend of operational know-how and supervisory talent to undertake positions of wider scope than he now holds. Although his advancement has been rapid for his age, his maturity, poise and common sense almost completely eliminate age as a factor in his potential for a more senior job.

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MAIL ROOM

SECTION H. — FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

Subject deserves at sometime within the next year or two the opportunity to broaden his experience either by command of a small station or advancement to a more responsible job in a large one.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

None

SECTION I. — DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

CATEGORY NUMBER
- X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL
- 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
- 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
- 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
- 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
- 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
4	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	5	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
5	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY	4	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
4	3. HAS INITIATIVE	5	13. ACCEPTS RESPONSIBILITIES	4	23. IS THOUGHTFUL OF OTHERS
5	4. IS ANALYTIC IN HIS THINKING	4	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
4	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	5	25. DISPLAYS JUDGEMENT
4	6. KNOWS WHEN TO SEEK ASSISTANCE	5	16. DOES HIS JOB WITHOUT STRONG SUPPORT	5	26. IS SECURITY CONSCIOUS
4	7. CAN GET ALONG WITH PEOPLE	4	17. COMES UP WITH SOLUTIONS TO PROBLEMS	5	27. IS VERSATILE
5	8. HAS MEMORY FOR FACTS	5	18. IS OBSERVANT	5	28. HIS CRITICISM IS CONSTRUCTIVE
4	9. GETS THINGS DONE	5	19. THINKS CLEARLY	5	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
4	10. CAN COPE WITH EMERGENCIES	5	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	5	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

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SECRET
(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section A below.

SECTION A. GENERAL

1. NAME (Last) (First) (Middle): RICHARDSON Jacques
2. DATE OF BIRTH: 20 Jan. 1924
3. SEX: M
4. SERVICE DESIGNATION: DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT: Tokyo Station
6. OFFICIAL POSITION TITLE: Area Operations Officer
7. GRADE: GS-14
8. DATE REPORT DUE IN OP:
9. PERIOD COVERED BY THIS REPORT (Inclusive dates): 1 October 1956 to 30 September 1957
10. TYPE OF REPORT (Check one): INITIAL / ANNUAL / X REASSIGNMENT-SUPERVISOR / REASSIGNMENT-EMPLOYEE / SPECIAL (Specify)

SECTION B. CERTIFICATION

1. FOR THE RATER: THIS REPORT [ ] HAS [ ] HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT.
Completed at Headquarters; subject not available (Copy sent to field).

A. CHECK (X) APPROPRIATE STATEMENTS:

X THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.
THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.
X I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.
IF INDIVIDUAL IS RATED "1" IN C1 OR D, A WARNING LETTER WAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT.
I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW I EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):

B. THIS DATE: 16 Oct 1957
C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR: Edward Marchin
D. SUPERVISOR'S OFFICIAL TITLE: Chief SOV Branch Japan Station

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

Posted For Card, By ______ DATE 7 NOV 1957
Reviewed By ______ 11/18

I certify that any substantial difference of opinion with the supervisor is reflected in the above section. [ ] CONTINUED ON ATTACHED SHEET

A. THIS DATE: 23 Oct 57
B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL: Lloyd GEORGE
C. OFFICIAL TITLE OF REVIEWING OFFICIAL: COS, Tokyo

SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

INSERT RATING NUMBER: 6

1 - DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
2 - BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
3 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
4 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
5 - A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
6 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

FORM NO. 45 (Part I) 1 NOV 55 REPLACES PREVIOUS EDITIONS OF FORMS 45 AND 45a WHICH ARE OBSOLETE. SECRET Performance (4)

14-00000

SECRET
(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

OFFICE OF PERSONNEL

DIRECTIONS:
a. State in the spaces below up to six of the more important SPECIFIC duties performed during rating period. Place the most important first. Do not include minor or unimportant duties.
b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.
c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).
d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.
e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
f. Be specific. Examples of the kind of duties that might be rated are:

OCT 30 1 50 PM '57
MAIL ROOM

ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERROGATIONS
GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES
CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN
WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES
CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS
TYPING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK
TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING
SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA

g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

DESCRIPTIVE RATING NUMBER
1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY
2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY
3 - PERFORMS THIS DUTY ACCEPTABLY
4 - PERFORMS THIS DUTY IN A COMPETENT MANNER
5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB
6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS
7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY

SPECIFIC DUTY	RATING NUMBER	SPECIFIC DUTY	RATING NUMBER
SPECIFIC DUTY NO. 1 Deputy to Branch Chief	5	SPECIFIC DUTY NO. 4 Supervising	4
SPECIFIC DUTY NO. 2 Conducts Foreign Liaison	6	SPECIFIC DUTY NO. 5 Prepares correspondence and reports and handles administrative routine	5
SPECIFIC DUTY NO. 3 Prepares and Manages Projects	4	SPECIFIC DUTY NO. 6 Developes and handles Agents	5

3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.

Subject has excellent natural equipment for employment in this organization in terms of his intelligence and natural apptitudes. Additionally, he brings a great deal of area knowledge and language ability to his present assignment. During the period covered by this report he has displayed great industry and devotion to duty in a variety of circumstances and achieved notable results in production and in the creation of both short and long-term assets for his unit. On the debit side I would say that he is somewhat too businesslike in many personal situations to the point of being almost humourless. This, however, is a quality which he does not permit to intrude upon the necessities of his operational work although it often shows in office relationships.

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: Take into account here everything you know about the individual....*productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents*....and how he fits in with your team. Compare him with others doing similar work of about the same level.

RATING NUMBER: 7

1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED
2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW
3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION
4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION
5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS
6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION
7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? [ ] YES [X] NO. IF YES, EXPLAIN FULLY:

SECRET

SECRET
(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OP no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E. GENERAL

1. NAME (Last) (First) (Middle): RICHARDSON Jacques	2. DATE OF BIRTH: 20 Jan. 1924	3. SEX: M	4. SERVICE DESIGNATION: DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT: Tokyo Station REDWOOD	6. OFFICIAL POSITION TITLE: Area Operations Officer		
7. GRADE: GS-14	8. DATE REPORT DUE IN OP:	9. PERIOD COVERED BY THIS REPORT (Inclusive dates): 1 October 1956 to 30 September 1957	
10. TYPE OF REPORT (Check one)	INITIAL / X ANNUAL	REASSIGNMENT-SUPERVISOR / REASSIGNMENT-EMPLOYEE	SPECIAL (Specify)

SECTION F. CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED

A. THIS DATE: 23 OCT 57	B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR: Lloyd GEORGE [signature]	C. SUPERVISOR'S OFFICIAL TITLE: COS, Tokyo

2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.

A. THIS DATE: 16 Oct 1957	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL: Edward Moreland [signature]	C. OFFICIAL TITLE OF REVIEWING OFFICIAL: Chief SOV Branch Japan Station

SECTION G. ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

RATING NUMBER: **7**

1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? ☐ Yes ☐ No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER
0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION
1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION
2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION
3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION

ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION
2		A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)
3		A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisor)
	3	A GROUP, WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)
3		WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT
3		WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION
3		WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX
		OTHER (Specify)

DATE 1957

FORM NO. 45 (Part II) 1 NOV 55 REPLACES PREVIOUS EDITIONS OF FORMS 45 AND 45A WHICH ARE OBSOLETE.

SECRET

Potential (4)

SECRET
(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION 15
4. COMMENTS CONCERNING POTENTIAL Subject is well suited for this business and the business for him. He should progress steadily to positions of great responsibility.

OFFICE OF PERSONNEL
Oct 30 1:50 PM '57
MAIL ROOM

SECTION H. FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

Normal refresher a/o preparatory training as required.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

No limiting factors or personal circumstances known to the rater

SECTION I. DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

CATEGORY NUMBER
- X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL
- 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
- 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
- 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
- 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
- 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
4	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
4	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY	3	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
5	3. HAS INITIATIVE	4	13. ACCEPTS RESPONSIBILITIES	3	23. IS THOUGHTFUL OF OTHERS
5	4. IS ANALYTIC IN HIS THINKING	3	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
5	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGEMENT
4	6. KNOWS WHEN TO SEEK ASSISTANCE	5	16. DOES HIS JOB WITHOUT STRONG SUPPORT	4	26. IS SECURITY CONSCIOUS
3	7. CAN GET ALONG WITH PEOPLE	5	17. COMES UP WITH SOLUTIONS TO PROBLEMS	5	27. IS VERSATILE
5	8. HAS MEMORY FOR FACTS	5	18. IS OBSERVANT	4	28. HIS CRITICISM IS CONSTRUCTIVE
5	9. GETS THINGS DONE	5	19. THINKS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
X	10. CAN COPE WITH EMERGENCIES	5	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	5	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

14-00000

SECRET
(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8. of Section "A" below.

SECTION A. GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
RICHARDSON Jacques	20 Jan. 1924	M	DI

5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT	6. OFFICIAL POSITION TITLE
Japan Station (REDWOOD)	Area Operations Officer

7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)
GS-14		1 October 1955 to 30 September 1956

10. TYPE OF REPORT (Check one): [ ] INITIAL [X] ANNUAL [ ] REASSIGNMENT-SUPERVISOR [ ] REASSIGNMENT-EMPLOYEE [ ] SPECIAL (Specify)

SECTION B. CERTIFICATION

1. FOR THE RATER: THIS REPORT [X] HAS [ ] HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT:

A. CHECK (X) APPROPRIATE STATEMENTS:

X	THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.		IF INDIVIDUAL IS RATED "1" IN C1 OR D, A WARNING LETTER WAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT.
	THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.		I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW I EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
X	I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.		

B. THIS DATE	C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	D. SUPERVISOR'S OFFICIAL TITLE
15 November 1956	Edward M'Arelius (signature)	Chief, Soviet Branch

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

BY DATE
10 1957
1-22-57

[ ] CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
21 November 1956	W. Lloyd George (signature)	~~Chief of Operations~~

SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

INSERT RATING NUMBER: 6

1 - DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
2 - BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
3 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
4 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
5 - A FINE PERFORMANCE. CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
6 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

14-00000

SECRET
(When Filled In)

7. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

DIRECTIONS:
a. State in the spaces below up to six of the more important SPECIFIC duties performed during the rating period. Place the most important first. Do not include minor or unimportant duties.
b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.
c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).
d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.
e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
f. Be specific. Examples of the kind of duties that might be rated are:

ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERROGATIONS
GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES
CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN
WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES
CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS
TYPING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK
TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING
SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA

g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

OFFICE OF PERSONNEL
JAN 3 11 18 AM '57
MAIL ROOM

DESCRIPTIVE RATING NUMBER
1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY
2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY
3 - PERFORMS THIS DUTY ACCEPTABLY
4 - PERFORMS THIS DUTY IN A COMPETENT MANNER
5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB
6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS
7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY

SPECIFIC DUTY	RATING NUMBER	SPECIFIC DUTY	RATING NUMBER
NO. 1 Deputy to Branch Chief	5	NO. 4 Supervising	4
NO. 2 Conducts Foreign Liaison	6	NO. 5 Prepares correspondence and reports	6
NO. 3 Prepares and manages projects	4	NO. 6 Handles admin routine	4

8. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.

Subject has really superb natural equipment for work in this Organization in terms of mental capacity, psychological bent and affinity for the things and people he comes against. He tops this off with industry and language ability among other natural aptitudes. On the debit side and measured against the best, he is a bit shy of humor and personal understanding in some situations, qualities which mitigate more against acceptability than job competence.

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: Take into account here everything you know about the individual....productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents....and how he fits in with your team. Compare him with others doing similar work of about the same level.

RATING NUMBER: 7

1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED
2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW
3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION
4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION
5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS
6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION
7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? [X] YES [ ] NO. IF YES, EXPLAIN FULLY:

Subject is an all around performer capable of a primary, in place of his present secondary, responsibility.

SECRET

14-00000

SECRET
(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OP no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E. GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
RICHARDSON JACQUES	20 Jan. 1924	M	DI

5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT	6. OFFICIAL POSITION TITLE
Japan Station (REDWOOD)	Area Operations Officer

7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)
GS-14		1 October 1955 to 30 September 1956

10. TYPE OF REPORT (Check one)		
	INITIAL	REASSIGNMENT-SUPERVISOR
X	ANNUAL	REASSIGNMENT-EMPLOYEE
	SPECIAL (Specify)	

SECTION F. CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED

A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	C. SUPERVISOR'S OFFICIAL TITLE
15 November 1956	Edward M. [signature]	Chief, Soviet Branch

2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.

A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
21 November 1956	W. Lloyd George	~~Chief of Operations~~

SECTION G. ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

RATING NUMBER: 7

1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? [X] Yes [ ] No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER
0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION
1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION
2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION
3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION

ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION
2		A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)
3		A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)
	3	A GROUP, WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)
3		WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT
3		WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION
3		WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX
		OTHER (Specify)

FORM NO. 45 (Part II) 1 NOV 55 REPLACES PREVIOUS EDITIONS OF FORMS 45 AND 45A, WHICH ARE OBSOLETE

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Potential (4)

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(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION

Six

OFFICE OF PERSONNEL
JAN 3 11 15 AM '57
MAIL ROOM

4. COMMENTS CONCERNING POTENTIAL

Subject has a high all around potential. With res[illegible] below, he tends to support subordinates from his own ener[illegible] rather [illegible] than to bring them along the hard way, and a normal tendency to avoid the categorical "no" - both tendencies easily correctable.

SECTION H. FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

Routine refresher training as appropriate.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

All normal. No limiting factors.

SECTION I. DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

CATEGORY NUMBER
X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL
1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
4	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
4	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY	3	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
5	3. HAS INITIATIVE	4	13. ACCEPTS RESPONSIBILITIES	3	23. IS THOUGHTFUL OF OTHERS
5	4. IS ANALYTIC IN HIS THINKING	3	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
5	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGEMENT
4	6. KNOWS WHEN TO SEEK ASSISTANCE	5	16. DOES HIS JOB WITHOUT STRONG SUPPORT	4	26. IS SECURITY CONSCIOUS
3	7. CAN GET ALONG WITH PEOPLE	5	17. COMES UP WITH SOLUTIONS TO PROBLEMS	5	27. IS VERSATILE
5	8. HAS MEMORY FOR FACTS	5	18. IS OBSERVANT	4	28. HIS CRITICISM IS CONSTRUCTIVE
5	9. GETS THINGS DONE	5	19. THINKS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
X	10. CAN COPE WITH EMERGENCIES	5	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	5	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

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(When Filled In)

FIELD FITNESS REPORT

The Fitness Report is an important factor in organization personnel management. It seeks to provide:
1. The organization selection board with information of value when considering the application of an individual for membership in the career staff; and
2. A periodic record of job performance as an aid to the effective utilization of personnel.

INSTRUCTIONS

TO THE FIELD ADMINISTRATIVE OR PERSONNEL OFFICER: Consult current field administrative instructions regarding the initiation and transmittal of this report to headquarters.

TO THE FIELD SUPERVISOR: Read the entire form before attempting to complete any item. As the supervisor who assigns, directs and reviews the work of the individual, you have primary responsibility for evaluating his strengths, weaknesses, and on-the-job effectiveness as revealed by his day-to-day activities. If this individual has been under your supervision for less than 30 days, you will collaborate, if practicable, with his previous supervisors to ensure the report is accurate and complete. Primary responsibility rests with the current supervisor. It is assumed that, throughout the period this individual has been under your supervision, you have discharged your supervisory responsibilities by frequent discussions of his work, so that in a general way he knows where he stands.

CODED

BY DATE 29 NOV 1955

Posted Pos. Control P&S

Reviewed By POD [signature] 12/7/55

FIELD REPORT

IT IS OPTIONAL WHETHER OR NOT THIS FITNESS REPORT IS SHOWN TO THE PERSON BEING RATED

SECTION I

LEAVE BLANK - FOR HEADQUARTERS USE ONLY	1. DATE OF BIRTH	2. SEX	3. SERVICE DESIGNATION
Jacques Richardson	20 Jan 1924	M	(1) FI, (2) PP

4. GRADE	5. STATION DESIGNATION (Current)
GS-14	USSR Base, Tokyo SR S-34

6. DUE DATE OF THIS REPORT	7. PERIOD COVERED BY THIS REPORT (Inclusive dates)
30 September 1955	17 February - 30 September 1955

SECTION II (To be completed by field supervisor)

1. CURRENT POSITION	2. DATE ASSUMED RESPONSIBILITY FOR POSITION
Chief, USSR Base, Tokyo 0136.01	19 February 1955

3. STATE THE SPECIFIC ASSIGNMENTS OR TASKS WHICH ARE TYPICAL OF THOSE GIVEN TO THE EMPLOYEE DURING THE PAST THREE TO SIX MONTHS (List in order of frequency)

A. As Chief of Operating Base:
   1. Manage and direct all operations against target area, and monitor products.
   2. Supervise system of development and exploitation of operational leads.
   3. Supervise proper administration and support of operations, including finances.
   4. Conduct or supervise effective liaison with other KUBARK elements, with other Government agencies abroad and, when appropriate, with representatives of other governments.

B. As Senior SR Division Officer in Area:
   1. Consult with or advise other KUBARK and non-KUBARK units on target area, government, and IS characteristics.
   2. Make available to other KUBARK and non-KUBARK units area specialists, as required.

SECTION III (To be completed at headquarters only)

DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY

AUTHENTICATION OF REPORT AND SIGNATURES

1. NAME OF RATER (True)	2. NAME OF REVIEWING OFFICIAL IN FIELD (True)
Carleton B. Swift	W Lloyd George

3. THIS REPORT [X] WAS [ ] WAS NOT SHOWN TO THE INDIVIDUAL BEING RATED.

4. DATE REPORT AUTHENTICATED AT HQS.	5. NAME AND SIGNATURE OF ADMINISTRATIVE OR PERSONNEL OFFICER AT HEADQUARTERS AUTHORIZED TO AUTHENTICATE FITNESS REPORT AND SIGNATURES
7 Nov. 1955	Phyllis M. Landrum

DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY

FORM NO. 45a
1 JUL 54

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(When Filled In)

SECTION IV

OFFICE OF PERSONNEL

This section is provided as an aid in describing the individual. Your description is not favorable or unfavorable in itself but acquires its meaning in relation to a particular job or assignment. The descriptive words are to be interpreted literally.

On the left hand side of the page below are a series of statements that apply in some degree to most people. On the right hand side of the page are four major categories of descriptions. The scale of each major category is divided into three small blocks; this is to allow you to make finer distinctions if you so desire. Look at the statement on the left - then check the category on the right which best tells how much the statement applies to the person you are rating. Placing an "X" in the "Not Observed" column means you have no opinion on whether a phrase applies to an individual. Placing an "X" in the "Does Not Apply" column means that you have the definite opinion that the description is not at all suited to the individual.

STATEMENTS	NOT OB-SERVED	DOES NOT APPLY	APPLIES TO A LIMITED DEGREE			APPLIES TO A REASONABLE DEGREE			APPLIES TO AN ABOVE AVERAGE DEGREE			APPLIES TO AN OUTSTANDING DEGREE		
SAMPLES: A. ABLE TO SEE ANOTHER'S POINT OF VIEW.			X											
B. PRACTICAL.										X				
1. A GOOD REPORTER OF EVENTS.													X	
2. CAN MADE DECISIONS ON HIS OWN WHEN NEED ARISES.												X		
3. CAUTIOUS IN ACTION.											X			
4. HAS INITIATIVE.												X		
5. UNEMOTIONAL.												X		
6. ANALYTIC IN HIS THINKING.														X
7. CONSTANTLY STRIVING FOR NEW KNOWLEDGE AND IDEAS.													X	
8. GETS ALONG WITH PEOPLE AT ALL SOCIAL LEVELS.												X		
9. HAS SENSE OF HUMOR.											X			
10. KNOWS WHEN TO SEEK ASSISTANCE.												X		
11. CALM.													X	
12. CAN GET ALONG WITH PEOPLE.											X			
13. MEMORY FOR FACTS.												X		
14. GETS THINGS DONE.													X	
15. KEEPS ORIENTED TOWARD LONG TERM GOALS.														X
16. CAN COPE WITH EMERGENCIES.												X		
17. HAS HIGH STANDARDS OF ACCOMPLISHMENT.													X	
18. HAS STAMINA; CAN KEEP GOING A LONG TIME.												X		
19. HAS WIDE RANGE OF INFORMATION.													X	
20. SHOWS ORIGINALITY.												X		
21. ACCEPTS RESPONSIBILITIES.													X	
22. ADMITS HIS ERRORS.												X		
23. RESPONDS WELL TO SUPERVISION.													X	
24. EVEN DISPOSITION.												X		
25. ABLE TO DO HIS JOB WITHOUT STRONG SUPPORT.													X	

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26. CAN THINK ON HIS FEET.														X
27. COMES UP WITH SOLUTIONS TO PROBLEMS.											X			
28. STIMULATING TO ASSOCIATES; A "SPARK PLUG".												X		
29. TOUGH MINDED.												X		
30. OBSERVANT.												X		
31. CAPABLE.													X	
32. CLEAR THINKING.														X
33. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS.												X		
34. EVALUATES SELF REALISTICALLY.												X		
35. WELL INFORMED ABOUT CURRENT EVENTS.													X	
36. DELIBERATE.													X	
37. EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES.												X		
38. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS.											X			
39. THOUGHTFUL OF OTHERS.													X	
40. WORKS WELL UNDER PRESSURE.												X		
41. DISPLAYS JUDGEMENT.														X
42. GIVES CREDIT WHERE CREDIT IS DUE.													X	
43. HAS DRIVE.												X		
44. IS SECURITY CONSCIOUS.												X		
45. VERSATILE.													X	
46. HIS CRITICISM IS CONSTRUCTIVE.													X	
47. ABLE TO INFLUENCE OTHERS.											X			
48. FACILITATES SMOOTH OPERATION OF HIS OFFICE.												X		
49. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION.													X	
50. A GOOD SUPERVISOR.												X		

SECTION V

A. WHAT ARE HIS OUTSTANDING STRENGTHS?

Capable operations officer with broad understanding of Soviet problems.

B. WHAT ARE HIS OUTSTANDING WEAKNESSES?

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(When Filled In)

C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WEAKNESS OUTWEIGHS ALL OTHER CONSIDERATIONS: OFFICE OF PERSONNEL

D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? [XXX] NO [ ] YES. IF YES, NOV 22 11 07 AM '55

MAIL ROOM

E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL?

F. OTHER COMMENTS (*Indicate here general traits, specific habits or characteristics not covered elsewhere in the report but which have a bearing on effective utilization of this person*):

SECTION VI

Read all descriptions before rating. Place "X" in the most appropriate box under subsections A,B,C,&D

A. *DIRECTIONS: Consider only the skill with which the person has performed the duties of his job and rate him accordingly.*

[ ] 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.

[ ] 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPETENTLY.

[ ] 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.

[ ] 4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.

[ ] 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.

[XXX] 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE RATER.

IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA? [XXX] NO [ ] YES. IF YES, WHAT?

B. *DIRECTIONS: Considering others of this person's grade and type of assignment, how would you rate him on potentiality for assumption of greater responsibilities normally indicated by promotion.*

[ ] 1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.

[ ] 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOMMENDED.

[ ] 3. IS READY TO TAKE ON RESPONSIBILITIES OF THE NEXT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.

[XXX] 4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.

[ ] 5. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.

[ ] 6. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR RAPID ADVANCEMENT.

C. *DIRECTIONS: Based upon what he has said, his actions, and any other indications, give your opinion of this person's attitude toward the organization.*

[ ] 1. HAS AN ANTAGONISTIC ATTITUDE TOWARD THE AGENCY ..WILL DEFINITELY LEAVE THE ORGANIZATION AT THE FIRST OPPORTUNITY.

[ ] 2. HAS STRONG NEGATIVE ATTITUDE TOWARD ORGANIZATION...IRKED BY RESTRICTIONS...REGARDS AGENCY AS A TEMPORARY STOP UNTIL HE CAN GET SOMETHING BETTER.

[ ] 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD THE ORGANIZATION..BOTHERED BY MINOR FRUSTRATIONS..WILL QUIT IF THESE CONTINUE.

[ ] 4. HIS ATTITUDE TOWARD THE ORGANIZATION IS INDIFFERENT...HAS "WAIT AND SEE" ATTITUDE..WOULD LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.

[ ] 5. TENDS TO HAVE FAVORABLE ATTITUDE TOWARD ORGANIZATION..MAKES ALLOWANCES FOR RESTRICTIONS IMPOSED BY WORKING FOR ORGANIZATION..THINKS IN TERMS OF A CAREER IN THE ORGANIZATION.

[XXX] 6. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE ORGANIZATION..BARRING AN UNEXPECTED OUTSIDE OPPORTUNITY, WILL PROBABLY ENDEAVOR TO MAKE A CAREER IN THE ORGANIZATION.

[ ] 7. HAS AN ENTHUSIASTIC ATTITUDE TOWARD THE ORGANIZATION..WILL PROBABLY NEVER CONSIDER WORKING ANY PLACE BUT IN THE ORGANIZATION.

D. *DIRECTIONS: Consider everything you know about this person in making your rating..skill in job duties, conduct on the job, personal characteristics or habits, and special defects or talents.*

[ ] 1. DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED.

[ ] 2. OF DOUBTFUL SUITABILITY..WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW.

[ ] 3. A BARELY ACCEPTABLE EMPLOYEE..DEFINITELY BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.

[ ] 4. A TYPICAL EMPLOYEE..HE DISPLAYS THE SAME SUITABILITY AS MOST OF THE PEOPLE I KNOW IN THE ORGANIZATION.

[ ] 5. A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS.

[ ] 6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION.

[XXX] 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION.

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SECURITY INFORMATION

DATE

[handwritten: Rel Kufor 8/1/54]
[handwritten: R.T. 8/18/54]

PERSONNEL EVALUATION REPORT

Items 1 through 6 will be completed by Administrative or Personnel Officer

1. NAME (Last) Richardson (First) Jacques (Middle) G. | 2. GRADE GS-13 | 3. POSITION TITLE Area Ops. Officer CD-FI

4. OFFICE DDP | STAFF OR DIVISION SR | BRANCH SR/5 | DEPT'L. / FIELD | IF FIELD, SPECIFY STATION

5. PERIOD COVERED BY REPORT From 18 July 1953 To 17 July 1954

6. TYPE OF REPORT: Initial / Reassignment / X Annual / Reassignment of Supervisor / Special

Items 7 through 10 will be completed by the person evaluated

7. LIST YOUR MAJOR DUTIES IN APPROXIMATE ORDER OF IMPORTANCE, WITH A BRIEF DESCRIPTION OF EACH. OMIT MINOR DUTIES.

18 July 53 - 31 Jan 54

a. Manage and direct the activities of an overseas operating branch.
b. Assist the division chief of operations in the planning of new and continued oper'ns.
c. Assist the division chief in personnel programming in support of branch and field station activities.

1 Feb 54 - 17 Jul 54

a. Establish new domestic activities branch.
b. Develop and manage operational program of this branch, insuring (1) continuity of treatment by qualified personnel, (2) processing of intelligence requirements, and (3) expeditious movement of finished intelligence.
c. Multilateral liaison with other elements of CIA, the Government, and foreign IS.

8. LIST COURSES OF INSTRUCTION COMPLETED DURING REPORT PERIOD.

Name of Course	Location	Length of Course	Date Completed
Counterespionage (OTR)	Washington	3 weeks	22 January 1954

(In addition to the duties indicated in §7 above, I also give a 3-hour lecture at the CE course (advanced phase) approximately every six weeks.)

9. IN WHAT TYPE OF WORK ARE YOU PRIMARILY INTERESTED? I am primarily interested in a foreign assignment where I could apply the various espionage and CE techniques it has been my responsibility to manage and plan for in recent years.

IF DIFFERENT FROM YOUR PRESENT JOB, EXPLAIN YOUR QUALIFICATIONS (APTITUDE, KNOWLEDGE, SKILLS).

My work at headquarters has become somewhat narrowing in that I am losing language abilities and opportunity for direct contact with foreigners.

10. 3 July 1954 — DATE

[signature: Jacques G. Richardson] — SIGNATURE

Items 11 through 18 will be completed by Supervisor

11. BRIEFLY DESCRIBE THIS PERSON'S PERFORMANCE ON THE MAJOR DUTIES LISTED UNDER ITEM 7 ABOVE.

Richardson is a superior officer in the performance of his duties. He is efficient, precise, and energetic, and brings considerable imagination and foresight to the operational problems confronting him. His concept of staff organization and responsibility is of a high caliber. In handling personnel, he is perceptive and serious, and his judgment and motivation are of the highest quality.

(Over) (4)

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SECRET

SECURITY INFORMATION

12. IN WHAT RESPECT IS THIS PERSON'S PERFORMANCE ON PRESENT JOB MOST NOTICEABLY GOOD OR OUTSTANDING?

This officer has been outstanding as a staff officer. He is unusually talented in his balancing of jurisdictional equities. This ability reflects a broad competence, however, and should not be construed so as to limit his future duties.

13. ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR SELF IMPROVEMENT?

This officer's devotion to his duties and professional convictions sometimes inclines him toward inflexible declarations of position. This fault, a minor one in officers of considerable potential, will be corrected by increased responsibility and experience.

14. COMMENT ON THIS PERSON'S ABILITY TO HANDLE GREATER RESPONSIBILITIES NOW OR IN THE FUTURE.

This officer is prepared for promotion and for increased responsibilities in command or staff duties.

15. ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? (Recommend appropriate reassignment, if possible.)

Richardson is presently well placed. See below.

16. WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSON?

Tradecraft training and a field assignment. Both are planned in the next six months.

FI\Training

17. IF PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSATISFACTORY, THERE IS ATTACHED COPY OF MEMORANDUM NOTIFYING THIS PERSON OF UNSATISFACTORY PERFORMANCE.

18. THIS PERSONNEL EVALUATION REPORT HAS BEEN DISCUSSED WITH THE PERSON EVALUATED. ADDITIONAL COMMENTS INCLUDING COMMENT ON ITEMS 7, 8 AND 9, ARE SHOWN BELOW UNDER ITEM 20.

29 July 54 — DATE

[signature] — SIGNATURE OF SUPERVISOR

19. I HAVE REVIEWED THE ABOVE REPORT. (Comments, if any, are shown in item 20.)

21 July '54 — DATE

[signature] — SIGNATURE OF REVIEWING OFFICIAL

20. COMMENTS: (If necessary, may be continued on reverse side of cover sheet.)

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SECURITY INFORMATION

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PERSONNEL EVALUATION REPORT

Items 1 through 6 will be completed by Administrative or Personnel Officer

1. NAME (Last)	(First)	(Middle)	2. GRADE	3. POSITION TITLE
RICHARDSON	Jacques	D G.	GS-13	Emp. Intell.Off. (Chief) CD FI

4. OFFICE	STAFF OR DIVISION	BRANCH		IF FIELD, SPECIFY STATION
DDP	SR	SR 5 FE Br.	[X] DEPT'L. [ ] FIELD	

5. PERIOD COVERED BY REPORT From 2-18-53 To 7-18-53

6. TYPE OF REPORT [ ] Initial [X] Annual [ ] Special [ ] Reassignment [ ] Reassignment of Supervisor

Items 7 through 10 will be completed by the person evaluated

7. LIST YOUR MAJOR DUTIES IN APPROXIMATE ORDER OF IMPORTANCE, WITH A BRIEF DESCRIPTION OF EACH. OMIT MINOR DUTIES.

a. Supervise and manage a foreign geographic branch; this includes a total of 51 authorized personnel at Hq and in the field stations. b. Direct and coordinate all project development. c. Detect and explore potential operational leads. d. Coordinate intra-division activities with appropriate branches, inter-division activities with appropriate divisions, senior staffs, and elements outside DD/P and CIA. e. Determine the suitability of new personnel, continued employment and rotation of incumbent personnel, and make available incumbent personnel on loan basis to other divisions,etc. f. Apportion the operational and administrative workloads within the branch sections and desks, and their personnel. g. Adapt changing field situations and problems to the organization and operation of the branch, making the branch best serve the needs of the field stations. h. Review continuously all requirements imposed on the branch, and transmit them clearly to the field.

8. LIST COURSES OF INSTRUCTION COMPLETED DURING REPORT PERIOD.

Name of Course	Location	Length of Course	Date Completed
None (I was overseas part of the time covered by this report).			

9. IN WHAT TYPE OF WORK ARE YOU PRIMARILY INTERESTED? I am principally interested in the building and successful operation of American intelligence abroad, both in theory and in practice.

IF DIFFERENT FROM YOUR PRESENT JOB, EXPLAIN YOUR QUALIFICATIONS (APTITUDE, KNOWLEDGE, SKILLS). The only remark/can make here is the one I stated in the previous report: the administrative responsibilities of a branch chief do not enable him to be a purely operational individual. If it were possible to carry less of an administrative load, I would enjoy devoting all of my time to the refinement of the intelligence process and its techniques in my area of concern.

10. 22 October 1953 — DATE

Jacques G. Richardson — SIGNATURE

Items 11 through 18 will be completed by Supervisor

11. BRIEFLY DESCRIBE THIS PERSON'S PERFORMANCE ON THE MAJOR DUTIES LISTED UNDER ITEM 7 ABOVE.

During this period Mr. Richardson was promoted from Deputy Branch Chief to Branch Chief, in recognition of his extremely good performance. Not enough time has elapsed to be able to evaluate him fully on all aspects of his new position. However, his handling of the Branch has been unusually good from a management point of view and there is every reason to believe that in the planning and direction of operational activities the same high standard will prevail.

JPH

(Over)

FORM NO. 37-151
MAY 1952

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SECURITY INFORMATION

12. IN WHAT RESPECT IS THIS PERSON'S PERFORMANCE ON PRESENT JOB MOST NOTICEABLY GOOD OR OUTSTANDING?

He is a good organizer and a good leader. He is methodical and thorough in his planning and supervision of substantive activities, while at the same time he maintains close and sympathetic relations with his subordinates. His knowledge of them and of their personalities and problems is outstanding.

13. ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR SELF IMPROVEMENT?

He should continue to develop his knowledge of operations and operational procedures.

14. COMMENT ON THIS PERSON'S ABILITY TO HANDLE GREATER RESPONSIBILITIES NOW OR IN THE FUTURE.

He is well equipped to advance through increasing levels of responsibility.

15. ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? (Recommend appropriate reassignment, if possible.)

Well placed at present.

16. WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSON?

Assignment to a field position in the not-too-distant future.

17. IF PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSATISFACTORY, THERE IS ATTACHED COPY OF MEMORANDUM NOTIFYING THIS PERSON OF UNSATISFACTORY PERFORMANCE.

18. THIS PERSONNEL EVALUATION REPORT HAS BEEN DISCUSSED WITH THE PERSON EVALUATED. ADDITIONAL COMMENTS INCLUDING COMMENT ON ITEMS 7, 8 AND 9, ARE SHOWN BELOW UNDER ITEM 20.

26 October 1953 — DATE

[signature] — SIGNATURE OF SUPERVISOR

19. I HAVE REVIEWED THE ABOVE REPORT. (Comments, if any, are shown in item 20.)

26 October 1953 — DATE

[signature] — SIGNATURE OF REVIEWING OFFICIAL

20. COMMENTS: (If necessary, may be continued on reverse side of cover sheet.)

SECRET

SECRET
SECURITY INFORMATION

PERSONNEL EVALUATION REPORT

Items 1 through 6 will be completed by Administrative or Personnel Officer

1. NAME (Last)	(First)	(Middle)	2. GRADE	3. POSITION TITLE
RICHARDSON,	Jacques	G.	GS-12	I.O. (Dep. Chief)

4. OFFICE	STAFF OR DIVISION	BRANCH	[X] DEPT'L. [ ] FIELD	IF FIELD, SPECIFY STATION
DDP	SR	SR-5 Far East		

5. PERIOD COVERED BY REPORT From 2-18-52 To 2-18-53

6. TYPE OF REPORT [ ] Initial [X] Annual [ ] Special [ ] Reassignment [ ] Reassignment of Supervisor

Items 7 through 10 will be completed by the person evaluated

7. LIST YOUR MAJOR DUTIES IN APPROXIMATE ORDER OF IMPORTANCE, WITH A BRIEF DESCRIPTION OF EACH. OMIT MINOR DUTIES.
Assist the Branch Chief in management of the Branch and its overseas stations (3); at present, I act as Branch Chief about 25%-30% of the year. Supervise the planning and preparation for approval of all basic plans, programs, and projects. This involves thorough discussion with each of seven (7) desk chiefs of the purposes and procedures for accomplishing any single mission under any given project, including target analysis (whether FI or PP), preparation of intelligence annexes, logistic and fiscal requirements, specific personnel needs, etc. Am responsible for working directly with the Division's Intelligence Branch for control of requirements, ops intelligence, and reports. Am responsible for maintaining liaison with appropriate staffs and other Divisions who must coordinate any action or document. Assist or direct, as required, specific mission planning at overseas stations on TDY. Supervise preparation of all periodic reports; interview candidate empl's.

8. LIST COURSES OF INSTRUCTION COMPLETED DURING REPORT PERIOD.

Name of Course	Location	Length of Course	Date Completed
International Politics, 102	Graduate School Georgetown University, Washington.	4 months: 3 hours' credit	5 June 1952

9. IN WHAT TYPE OF WORK ARE YOU PRIMARILY INTERESTED?
I am primarily interested in the conception, planning, and operational management of FI and PP activities, and ops policy and control.
IF DIFFERENT FROM YOUR PRESENT JOB, EXPLAIN YOUR QUALIFICATIONS (APTITUDE, KNOWLEDGE, SKILLS).
This differs from my present assignment essentially in that a Branch Chief or his Deputy becomes so involved in administrative detail that he cannot always give his undivided attention to project management and agent handling problems. Otherwise, I feel that my background and experience qualify me for the functions I aspire to perform.

10.
7 February 1953 — DATE
JRichardson — SIGNATURE

Items 11 through 18 will be completed by Supervisor

11. BRIEFLY DESCRIBE THIS PERSON'S PERFORMANCE ON THE MAJOR DUTIES LISTED UNDER ITEM 7 ABOVE. As Deputy Branch Chief, Mr. Richardson has performed his duties, taken as a whole, in a superior manner. His timely and efficient preparation of intelligence annexes, logistic and fiscal requirements and reports has been particularly outstanding. During three to four months of the past year, Mr. Richardson has acted as Branch Chief. The review of Branch operations under Mr. Richardson's direction, during the writer's absence, indicated his complete competence in supervising Branch activities. His supervision of the planning and preparation for approval of basic plans and projects of the seven (7) desk chiefs has been superior. Mr. Richardson also participated in the planning and dispatch of a difficult operational mission, acting in the capacity of Senior Case Officer. On this mission his liaison with representatives of one of the Military Services was conducted in a manner which enhanced cooperation between that Service and this Agency.

FORM NO. 37-151 MAY 1952

SECRET

OCh (Over) (4)

14-00000

SECRET

SECURITY INFORMATION

12. IN WHAT RESPECT IS THIS PERSON'S PERFORMANCE ON PRESENT JOB MOST NOTICEABLY GOOD OR OUTSTANDING?

Mr. Richardson's performance was noticeably outstanding with respect to his thorough knowledge of every activity of the Branch. He was in position to assume direction of Branch activities at any time. He also kept himself thoroughly briefed on Division policies and planning in order to give timely instruction and guidance to the Branch overseas stations.

13. ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR SELF IMPROVEMENT?

Mr. Richardson has a very thorough background in two (2) languages, French and Japanese. He would benefit substantially by learning the Russian language. He is meticulous with respect to his attention to details, sometimes to the point of concealing the broader picture from his view. It would be well for Mr. Richardson to direct his attention to the broad scope of Branch activities rather than to concentrate on its details.

14. COMMENT ON THIS PERSON'S ABILITY TO HANDLE GREATER RESPONSIBILITIES NOW OR IN THE FUTURE.

Mr. Richardson is fully qualified to assume the duties of the chief SR Division representative at a field station. In order to assume this responsibility in the most efficient manner, it is recommended that Mr. Richardson serve a minimum period of time of approximately six (6) months as the assistant to the present chief of the field station.

15. ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? (Recommend appropriate reassignment, if possible.)

Mr. Richardson could serve effectively in a staff function for either FI or PP activities. This does not mean, however, that his present duties are not better suited to his qualifications.

16. WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSON?

Mr. Richardson has already been recommended for overseas assignment in the Far East during the past year. He has area knowledge and command of the Japanese language, having served in Japan previously with the United States Army. His duties at Headquarters have been so pressing that his departure for overseas assignment is being delayed until an adequate replacement may be trained.

17. IF PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSATISFACTORY, THERE IS ATTACHED COPY OF MEMORANDUM NOTIFYING THIS PERSON OF UNSATISFACTORY PERFORMANCE.

18. THIS PERSONNEL EVALUATION REPORT HAS BEEN DISCUSSED WITH THE PERSON EVALUATED. ADDITIONAL COMMENTS INCLUDING COMMENT ON ITEMS 7, 8 AND 9, ARE SHOWN BELOW UNDER ITEM 20.

March 31 1953 — DATE

George G. Roberts — SIGNATURE OF SUPERVISOR

19. I HAVE REVIEWED THE ABOVE REPORT. (Comments, if any, are shown in Item 20.)

March 30 1953 — DATE

David B. Durand — SIGNATURE OF REVIEWING OFFICIAL

20. COMMENTS: (If necessary, may be continued on reverse side of cover sheet.)

SECRET

WARNING—Do not fill out this form until you have read all instructions.

DESIGNATION OF BENEFICIARY
CIVIL SERVICE RETIREMENT SYSTEM

STANDARD FORM NO. 2808 JUNE 1966
U.S. Civil Service Commission
FPM Supplement 831-1 2808-104

A. INFORMATION CONCERNING THE DESIGNATOR

1. NAME (Last)	(First)	(Middle)	2. DATE OF BIRTH (Month)	(Day)	(Year)	3. SOCIAL SECURITY NUMBER
RICHARDSON	Jacques	Gabriel	Jan	20	1924	042 20 5339

4. DEPARTMENT OR AGENCY IN WHICH PRESENTLY OR LAST EMPLOYED, INCLUDING BUREAU OR DIVISION

5. CLAIM NUMBER IF RETIRED
CSA—

I, the employee or former employee identified above, canceling any and all previous designations of beneficiary heretofore made by me, do now designate the beneficiary or beneficiaries named below to receive any lump-sum benefit which may become payable under the Civil Service Retirement Act after my death. I understand that this designation of beneficiary will not affect the rights of any survivors who may qualify for annuity benefits after my death, and that this designation will remain in full force and effect unless or until canceled by me in writing.

B. INFORMATION CONCERNING THE BENEFICIARY OR BENEFICIARIES

TYPE OR PRINT FIRST NAME, MIDDLE INITIAL, AND LAST NAME OF EACH BENEFICIARY	TYPE OR PRINT ADDRESS (Including ZIP Code) OF EACH BENEFICIARY	RELATIONSHIP	SHARE TO BE PAID TO EACH BENEFICIARY (See Example)
Pamela A. Richardson	5 villa Madrid, 92 Neuilly, France	Dau	One half
Michelle D. Richardson	5 villa Madrid, 92 Neuilly, France	Dau	One half

DUPLICATE

I hereby direct, unless otherwise indicated above, that, if more than one beneficiary is named, the share of any deceased beneficiary or beneficiaries who may die before a lump-sum benefit becomes payable shall be distributed equally among the surviving beneficiaries, or entirely to the survivor. If none of the beneficiaries are alive when the lump-sum benefit becomes payable, this designation shall be void.

January 12, 1972
DATE OF THIS DESIGNATION (MONTH) (DAY) (YEAR)

(SIGNATURE OF DESIGNATOR—DO NOT PRINT)

C. WITNESSES (A witness is ineligible to receive payment as a beneficiary)

WE, THE UNDERSIGNED, CERTIFY THAT THIS INSTRUMENT WAS SIGNED IN OUR PRESENCE.

(SIGNATURE OF WITNESS—DO NOT PRINT)	(NUMBER AND STREET)	(CITY, STATE, AND ZIP CODE)
Richard Butler	13219 Allerton Ave	Rockville, Md.

PRINT OR TYPE YOUR NAME AND ADDRESS (Including ZIP Code) TO INSURE RETURN OF COPY

Jacques G. Richardson
c/O Mrs T. G. Driscoll
722 South Royal Street
Alexandria VA 22134

(Reserved for Receiving Stamp of U. S. Civil Service Commission)

MAR 2 10 43 AM '72
PERSONAL AFFAIRS

THIS DUPLICATE WILL BE RETURNED TO YOU

14-00000

Standard Form No. 1152
Form prescribed by
Comptroller General, U. S.
October 23, 1950
(Gen. Reg. No. 104, Supp. No. 1)

DESIGNATION OF BENEFICIARY

UNPAID COMPENSATION OF
DECEASED CIVILIAN EMPLOYEE

IMPORTANT
Read instructions on back of duplicate before filling in this form

INFORMATION CONCERNING THE EMPLOYEE:

NAME— (Last)	(First)	(Middle)	DATE OF BIRTH (Month, day, year)
RICHARDSON	Jacques	Gabriel	Jan 20 1924

DEPARTMENT OR AGENCY IN WHICH EMPLOYED

(Department or agency) (Bureau) (Division)

I, the employee identified above, canceling any and all previous Designations of Beneficiary heretofore made by me, do now designate the beneficiary or beneficiaries named below to receive any UNPAID COMPENSATION *due and payable under existing law after my death. I understand that this Designation of Beneficiary relates solely to Unpaid Compensation as defined in section 2 of the act of August 3, 1950, Public Law 636, and in nowise will affect the disposition of any benefit which may become payable under the Retirement Act applicable to my Government service. I further understand that this Designation of Beneficiary will remain in full force and effect, unless or until canceled by me in writing, so long as I am continuously employed in the above department or agency.*

INFORMATION CONCERNING THE BENEFICIARY OR BENEFICIARIES:

Type or print first name, middle initial, and last name of each beneficiary	Type or print address of each beneficiary	Relationship	Share to be paid to each beneficiary
Pamela A. Richardson	5 villa Madrid 92 Neuilly France	Dau	One half
Michelle D. Richardson	5 villa Madrid 92 Neuilly France	Dau	One half

I hereby direct, unless otherwise indicated above, that, if more than one beneficiary is named, the share of any deceased beneficiary who may predecease me shall be distributed equally among the surviving beneficiaries, or entirely to the survivor. I understand that this Designation of Beneficiary shall be void if none of the designated beneficiaries is living at the time of my death.

I hereby specifically reserve the right to cancel or change any designation of beneficiary at any time in the manner and form prescribed by the Comptroller General of the United States, and without knowledge or consent of the beneficiary.

January 12 1972
(Date of execution—month, day, year) (Signature of employee)

WITNESSES TO SIGNATURE:

[signature] (Signature of witness) 1321 [illegible] (Number and street) [illegible] (City, zone number, and State)

(Signature of witness) (Number and street) (City, zone number, and State)

PRINT OR TYPE NAME AND ADDRESS OF EMPLOYEE

Jacques G. Richardson
c/o Mrs T. G. Driscoll
722 South Royal Street
Alexandria VA 22314

THIS SPACE RESERVED FOR RECEIVING DATA OF EMPLOYING AGENCY

(Indicate date and by whom received)

DELIVER BOTH COPIES TO THE PROPER OFFICER OF YOUR AGENCY—DUPLICATE WILL BE NOTED AND RETURNED

16—62919-1

DUPLICATE

Standard Form No. 54
January 1968
U.S. Civil Service Commission
FPM Supplement 990-1
54-104

DESIGNATION OF BENEFICIARY
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

IMPORTANT
Read instructions on back of duplicate before filling in this form

INFORMATION CONCERNING THE INSURED:

NAME (Last) (First) (Middle)

DATE OF BIRTH (Month, day, year)

PLACE AN "X" IN THE APPROPRIATE BOX BELOW TO SHOW WHETHER YOU ARE:

☐ — AN EMPLOYEE ☐ — RETIRED, OR AN APPLICANT FOR RETIREMENT ☐ — RECEIVING FEDERAL EMPLOYEES' COMPENSATION BENEFITS OR AN APPLICANT FOR SUCH BENEFITS

IF YOU ARE RETIRED OR RECEIVING FEDERAL EMPLOYEES' COMPENSATION GIVE YOUR "CSA," "CSF," "A," or "X" NUMBER

(CSA, CSF, A, or X number)

DEPARTMENT OR AGENCY IN WHICH PRESENTLY EMPLOYED (If retired, former department or agency):

(Department or agency) (Bureau) (Division) (Location—City, State, and ZIP Code)

I, the individual identified above, canceling any and all previous Designations of Beneficiary under the Federal Employees Group Life Insurance Program heretofore made by me, do now designate the beneficiary or beneficiaries named below to receive any amount of LIFE INSURANCE and ACCIDENTAL DEATH INSURANCE due and payable at my death. I understand that this Designation of Beneficiary will remain in full force and effect, with respect to any amount payable, unless or until canceled by me in writing, or until such time as it is automatically canceled (see regulation "f" on reverse side of duplicate copy).

INFORMATION CONCERNING THE BENEFICIARY OR BENEFICIARIES (SEE EXAMPLES OF DESIGNATIONS):

Type or print first name, middle initial, and last name of each beneficiary	Type or print address (including ZIP Code) of each beneficiary	Relationship	Share to be paid to each beneficiary

For each type of insurance (regular and optional): (1) I hereby direct, unless otherwise indicated above, that if more than one beneficiary is named, the share of any beneficiary who may predecease me shall be distributed equally among the surviving beneficiaries, or entirely to the survivor. (2) I understand that this Designation of Beneficiary shall be void if none of the designated beneficiaries is living at the time of my death.

I hereby specifically reserve the right to cancel or change this Designation of Beneficiary at any time without knowledge or consent of the beneficiary.

(Date of execution—month, day, year) (Signature of insured)

WITNESSES TO SIGNATURE (*A witness is ineligible to receive payment as a beneficiary*):

[illegible signature] (Signature of witness) 13219 [illegible] (Number and street) Rockville, Md. (City, State, and ZIP Code)

(Signature of witness) (Number and street) (City, State, and ZIP Code)

PRINT OR TYPE NAME AND ADDRESS (including ZIP Code) OF INSURED

THIS SPACE RESERVED FOR RECEIVING AGENCY

(Indicate date and by whom received)

SEE REVERSE SIDE OF DUPLICATE COPY FOR INSTRUCTIONS ON WHERE TO FILE THESE FORMS.
DO NOT FILE WITH THE OFFICE OF FEDERAL EMPLOYEES' GROUP LIFE INSURANCE.

DUPLICATE

14-00000

DISPATCH

CLASSIFICATION: S E C R E T

PROCESSING ACTION: MARKED FOR INDEXING / NO INDEXING REQUIRED / ONLY QUALIFIED DESK CAN JUDGE INDEXING / MICROFILM

TO: Chief, European Division

INFO.

FROM: Chief of Station, Paris

SUBJECT: ADMIN/Personnel
[redacted] - Change of Beneficiary Forms

ACTION REQUIRED - REFERENCES

Richardson, Jacques

Forwarded herewith and under separate cover are change of beneficiary forms completed [redacted] Since [redacted] will be at Headquarters during home leave towards the end of February, it is suggested that he be contacted during his TDY if additional information is required.

Carolyn A. Tanzola
Carolyn A. TANZOLA

Attachments:
1. Flight & Accident Plan, h/w
2. SF-2808, U/S/C via TNP
3. SF-54, U/S/C via TNP
4. SF-1152, U/S/C via TNP

CABLE BOARD
24 FEB

Distribution:
3-Chief, Eur-Div w/att #1-h/w; #2,3,4-usc-tnp

CROSS REFERENCE TO	DISPATCH SYMBOL AND NUMBER	DATE
GROUP 1	OFPT-17469	10 February 1972
	CLASSIFICATION: S E C R E T	HQS FILE NUMBER

52 74-57

SECRET

ELECTION, DECLINATION, OR WAIVER OF LIFE INSURANCE COVERAGE
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

IMPORTANT AGENCY INSTRUCTIONS ON BACK OF ORIGINAL

TO COMPLETE THIS FORM—

1 FOLLOW THESE GENERAL INSTRUCTIONS:
- Read the back of the "Duplicate" carefully before you fill in the form.
- Fill in BOTH COPIES of the form. Type or use ink.
- Do not detach any part.

2 FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):

NAME (last) (first) (middle)	DATE OF BIRTH (month, day, year)	SOCIAL SECURITY NUMBER
Richardson [redacted]	20 Jan 1924	
[redacted] EMPLOYING DEPARTMENT OR AGENCY	LOCATION (City, State, ZIP Code)	

3 MARK AN "X" IN ONE OF THE BOXES BELOW (do NOT mark more than one):

Mark here if you WANT BOTH optional and regular insurance → [X] **(A)**

ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE
I elect the $10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.

Mark here if you DO NOT WANT OPTIONAL but do want regular insurance → [ ] **(B)**

DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE
I decline the $10,000 additional optional insurance. I understand that I cannot elect optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.

Mark here if you WANT NEITHER regular nor optional insurance → [ ] **(C)**

WAIVER OF LIFE INSURANCE COVERAGE
I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least 1 year after the effective date of this waiver and unless at the time I apply for insurance I am under age 50 and present satisfactory medical evidence of insurability. I understand also that I cannot now or later have the $10,000 additional optional insurance unless I have the regular insurance.

4 SIGN AND DATE. IF YOU MARKED BOX "A" OR "C", COMPLETE THE "STATISTICAL STUB." THEN RETURN THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.

SIGNATURE (do not print) Richardson, Jacques
[redacted]

DATE 1 March 1968

FOR EMPLOYING OFFICE USE ONLY
(official receiving date stamp)

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

STANDARD FORM No. 176-T
JANUARY 1963
(For use only until April 14, 1968)

B 52 74-57 SECRET

31 July 1962
Date

THIS IS TO C[illegible] THE [illegible] OF THE PROVISIONS OF REGULATION [illegible] FEBRUARY 1959 CONCERNING THE PERSONAL [illegible] EMPLOYEES OVERSEAS.

[redacted]
Signature

CABLE SECRETARIAT DISSEMINATION | CLASSIFIED MESSAGE | TOTAL COPIES 17 | ROUTING AND/OR INITIALS - SEEN BY

PERSON/UNIT NOTIFIED

SECRET (When Filled In)

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

REPRODUCTION OF THIS COPY PROHIBITED

ADVANCE COPY ☐ ISSUED ☐ SLOTTED

BY ______ AT ______ Z

DISSEM BY 33 PER ______ #

ACTION UNIT C/EUR 2

FILE, VR C/NOCHD 2 C/CCS 2 D/OP D/SECUR 4

ACTION NO. 071

JPB

S E C R E T 011654Z JUN 72 CITE PARIS 28959 (RILANDER ACTING)

DIRECTOR

1 JUN IN 625469

RYBAT ADMIN PERS TOPSY WODEEP WOGAME

REF: DIRECTOR 271979

1. APPRECIATE REF ACTION WHICH WILL HELP AVOID ANY SECURITY PROBLEM FOR CASASIN. RE PARA TWO REF THERE IS NO CHANCE THAT UNCAIRD WILL QUERY FEDERAL RECORDS CENTER DIRECTLY. UNCAIRD CONDUCTS NO APPLICANT INVESTIGATIONS ITSELF. SECURITY CLEARANCE FOR AMERICAN APPLICANTS IS U.S. GOVT, NOT UNCAIRD, REQUIREMENT. THEREFORE, BELIEVE UNNECESSARY TO TAKE ANY FURTHER ACTION TO BACKSTOP PRIOR EMPLOYMENT. ONLY REQUIREMENT NOW IS FOR ROUTING REPORT FROM CIVIL SERVICE COMMISSION INDICATING FAVORABLE SECURITY DETERMINATION FOR [redacted] Richardson, Jacque

2. NO FILE. GP-1

SECRET

SECRET

SECRET

FIELD REASSIGNMENT QUESTIONNAIRE

[illegible]

DO NOT COMPLETE — FOR HEADQUARTERS USE ONLY

NAME OF EMPLOYEE (use pseudo only if SA): [redacted]	DATE (from item S-2): 3 Feb. 1969	NAME OF SUPERVISOR (true): David Murphy	DATE (from item S-3): 3 Feb. 1969
DATE RECEIVED AT HEADQUARTERS: 20 February 1969	DISPATCH NUMBER: TM-798947	DATE RECEIVED BY CAREER SERVICE:	

TO BE COMPLETED BY EMPLOYEE

1. DATE OF BIRTH	2. SERVICE DESIGN	3. YOUR CURRENT POSITION, TITLE AND GRADE	4. STATION OR BASE	5. CRYPT FOR CURRENT COVER
20 I 1924	CS	S&T project manager, Area Ops Off, GS 15	Paris	LPCVER

6a. DATE OF PCS ARRIVAL IN FIELD	6b. REQUESTED DATE OF DEPARTURE	6c. EXPECTED DATE OF FIRST CHECK-IN AT HQ	6d. DESIRED DATE TO REPORT TO DUTY AFTER LEAVE
5 Sep 1967	Please see 11B	Summer 1970	o/a 15 August 1970

7. NUMBER AND AGES OF DEPENDENTS WHO WILL TRAVEL WITH YOU:

3: (at that time) 42, 19 and 16

8. PERSONAL CIRCUMSTANCES THAT SHOULD BE CONSIDERED IN DETERMINING NEXT ASSIGNMENT:

My younger daughter should graduate from high school in Europe in June, 1970. Because she should not be transferred at that critical scholastic juncture, I would like to remain in the field another nine months to see her through her senior year.

In my next assignment, I would like to use my fluent French from time to time, if possible.

9. LIST YOUR MAJOR DUTIES DURING CURRENT TOUR (see special note on transmittal form). (also attach personal cover questionnaire in accordance with CSI-F 240-8)

- I planned, established and operated a long-range S&T spotting-assessment activity against sensitive targets, and a shorter-range similar local activity in an adverse political climate.
- I planned, developed and exploited an adapted non-official cover to mask the operational activity, integrated into the further-ranging overall activities of a major Station.
- I managed the non-official cover activity as a viable professional/commercial activity, including many business and production aspects, as well as the local handling of the firm's [unwitting] personnel.
- I assisted other Stations and Bases, at their request, in spotting-assessment activities, in local search and surveillance activities, and in recruitment.
- As part of my original non-official cover withered because of a corporate merger, I developed independently continuing cover to serve operational access needs as well as those of status cover.

10. TRAINING DESIRED: INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE DURING THE NEXT SEVERAL YEARS

I would like to take (a) the seniormost management course offered by or through the Organization as well as (b) a review course of activities within the CS and the Organization as a whole. In addition, I would also like to (c) audit, at least, the S&T course, if that is still being offered.

If (a) is possible through a civil school away from Headquarters, I would have no objection to the displacement involved.

(4)

FORM 5-63 202 OBSOLETE PREVIOUS EDITIONS

SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

SECRET

11. PREFERENCE FOR NEXT ASSIGNMENT:

11A. DESCRIBE BRIEFLY THE TYPE OF WORK YOU WOULD PREFER FOR NEXT ASSIGNMENT IF DIFFERENT FROM THAT INDICATED IN ITEM NO. 9 ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICE.

First choice: to manage a large-scale non-official cover project in another French-speaking, technically advanced area (such as metro-politan Geneva or Brussels).
Second choice: chief of station or base (cover official or non-official) in an appropriate area.
Third choice: to be assigned to Staff training, preferably training (a) senior unit or project managers or (b) JOTs.
Fourth choice: to be assigned to Staff personnel work -- above the Division level -- where new personnel are screened, tested and evaluated, then assigned.

11B. INDICATE IF YOU DESIRE TO EXTEND YOUR CURRENT TOUR BY CHECKING IN APPROPRIATE BOX. ALSO INDICATE PREFERENCE FOR NEXT REGULAR ASSIGNMENT BY INSERTING 1, 2, & 3 (for 1st, 2nd, and 3rd choice) IN REMAINING BOXES. COMPLETE ALL ALTERNATE CHOICES AND OPTIONS IN ALL CASES EVEN THOUGH YOU ARE REQUESTING AN EXTENSION OF YOUR TOUR.

[1] EXTEND TOUR nine MONTHS AT CURRENT STATION TO c/a 15 June 1970 (DATE)

[4] BE ASSIGNED TO HQDTRS FOR A TOUR OF DUTY: INDICATE YOUR CHOICE OF DIVISION, STAFF OR OFFICE.
1ST CHOICE ______ 2ND CHOICE ______ 3RD CHOICE ______

[2] BE ASSIGNED TO ANOTHER FIELD STATION: INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIALIZATION
1ST CHOICE Geneva 2ND CHOICE Brussels 3RD CHOICE [illegible]

[3] RETURN TO MY CURRENT STATION, with different responsibilities.

TO BE COMPLETED BY FIELD STATION

12. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE AND HIS PREFERENCE FOR NEXT ASSIGNMENT, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:

We are anxious to have this employee remain in his present assignment until 1970. You will note his first choice in para 11-A, to manage a large scale non-official cover project. It is possible we will have such a requirement here by 1970, but cannot yet be definite. If this develops positively, we will discuss with the employee.

TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE

13. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF YOUR COMPONENT, INDICATE YOUR COMPONENT'S RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING.

EUR Division recommends that [redacted] request for an extension of his current tour until June 1970 be approved.

DATE 3/11/69 TITLE C/E/PERS SIGNATURE Willford C. Taylor

FOR USE BY CAREER SERVICE

14. APPROVED ASSIGNMENT: Extended to June 1970

15. EMPLOYEE NOTIFIED BY DISPATCH NO. [illegible] DATED: [illegible]

CABLE NO. ______ DATED: ______

CAREER SERVICE REPRESENTATIVE: Charles B. [illegible] (SIGNATURE) DATE: 7/16/69

SECRET

SECRET

FIELD REASSIGNMENT QUESTIONNAIRE

DO NOT COMPLETE — FOR HEADQUARTERS USE ONLY

AUTHENTICATION OF SIGNATURES AND VERIFICATION OF ITEMS 1 THROUGH 7, BELOW:

NAME OF EMPLOYEE (true)	DATE (from item 5.1)	NAME OF SUPERVISOR (true)	DATE (from item 5.2)
[signature]	9 Dec 1963	James Flint	27 Dec 1963
[redacted] AL AT HEADQUARTERS AUTHORIZED TO AUTHENTICATE SIGNATURES AND VERIFY DATA IN ITEMS NOS. 1 THROUGH 7, BELOW:			DATE

DO NOT COMPLETE

TO BE COMPLETED BY EMPLOYEE

1. DATE OF BIRTH	2. GRADE	3. CURRENT POSITION TITLE AND GRADE	7A. DATE OF PCS ARRIVAL IN FIELD ON THIS TOUR
20 Jan 1924	GS-15	Operations Officer, GS-15	10 September 1962
4. SERVICE DESIGNATION (if known)		5. CURRENT STATION OR FIELD BASE: Paris	7B. EXPECTED DATE OF DEPARTURE FROM FIELD: September 1965
6. OTHER DUTY STATIONS OR FIELD BASES DURING CURRENT TOUR: None			7C. EXPECTED DATE OF ARRIVAL AT HEADQUARTERS PCS

8. WRITE A DESCRIPTION OF YOUR MAJOR DUTIES DURING THE CURRENT TOUR OF DUTY (see special note on Transmittal Form):

Staff agent assigned to a major overseas station, exploiting the cover provided by a major firm of technical periodical publishers. I take my instructions from a section chief within the station, and report in writing on the progress of my cover development and its operational exploitation.

For operational reasons, I develop and assess operational leads in the FI, CI and CA areas, principally against denied area targets. I also handle local investigations and such cases as the station determines will fit into my cover, or which I can otherwise handle in alias. I travel to other field stations to handle such tasks as they request or Hq directs. I handle all cover tasks as they appear.

9. PREFERENCE FOR NEXT ASSIGNMENT:

A. WRITE A BRIEF DESCRIPTION OF THE TYPE OF WORK YOU WOULD PREFER FOR YOUR NEXT ASSIGNMENT IF IT DIFFERS FROM THAT INDICATED IN ITEM NO. 8, ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICES.

I would like to continue to serve essentially in the same xcapacity as described above, although I would like eventually to add more supervisory and managerial functions to my responsibilities. I would like to expand the operating base provided by the cover organization by taking onx several journeymen case officers to work with me against both denied area and host country targets, and to make the cover facility and the access it provides of more versatile use to both the station and to KUDOVE as a whole.

My second choice would be to return to Hq, and use the knowledge and experience I have gained in my present job to (1) select staff personnel who will be placed in non-official cover, (2) select the cover mechanisms propmer, (3) train our personnel for the proper discharge of their total responsibilities while serving under such cover.

B. INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE IN ORDER TO INCREASE YOUR VALUE TO THE ORGANIZATION (refer to catalog of courses, if available):

The completion of work toward a master's or doctor's degree in the physical or life sciences, or in the management/administration of the sciences and their personnel.

14-00000

SECRET

9. PREFERENCE FOR NEXT ASSIGNMENT (continued)

C. INDICATE YOUR PREFERENCE FOR NEXT ASSIGNMENT BY INSERTING NUMBERS 1, 2 AND 3 (for 1st, 2nd and 3rd choice) IN THE BOXES BELOW:

[1] RETURN TO MY CURRENT STATION, after a one-year extension of my present tour

[2] BE ASSIGNED TO HEADQUARTERS FOR A TOUR OF DUTY. WITH RESPECT TO POSSIBLE ASSIGNMENT IN HEADQUARTERS, INDICATE CHOICE OF COMPONENT:
1ST. CHOICE OTR 2ND. CHOICE Cover Group 3RD. CHOICE Office/Personnel

[3] BE ASSIGNED TO ANOTHER FIELD STATION. WITH RESPECT TO POSSIBLE REASSIGNMENT TO ANOTHER FIELD STATION, INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIFIC STATION, BASED ON QUALIFICATIONS:
1ST. CHOICE Geneva 2ND. CHOICE Brussels 3RD. CHOICE New Zealand/Canada

10. HOW MUCH LEAVE DO YOU DESIRE BETWEEN ASSIGNMENTS?
INDICATE NUMBER OF WORK DAYS 25

11. INDICATE THE NUMBER AND AGE OF DEPENDENTS WHO WILL BE TRAVELLING OR MOVING WITH YOU:

Wife, will be 37 in 1965; two daughters, 15 and 12 in 1965

11A. INDICATE ANY CHANGE IN YOUR PERSONAL OR FAMILY SITUATION WHICH SHOULD BE CONSIDERED IN DETERMINING YOUR NEXT ASSIGNMENT

Next post should have high school facilities teaching in French or in English.

12. SIGNATURE: COMPLETE ITEM NO. 5-1, TRANSMITTAL SHEET, TO INDICATE COMPLETION OF ABOVE PORTION OF THIS FORM.

TO BE COMPLETED BY SUPERVISOR AT FIELD STATION

13. IN CONSIDERATION OF THE PAST EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF THE STATION, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:

Chief, External concurs in subject's wish for one year extension and return for second tour after home leave in the fall of 1965. However, subject's wish as expressed in 9.A. of having case officers working under him is not feasible at this time.

14. SIGNATURE: COMPLETE ITEM NO. 5-2, TRANSMITTAL SHEET, TO INDICATE COMPLETION OF THIS PORTION OF THE FORM.

TO BE COMPLETED BY APPROPRIATE CAREER SERVICE OFFICER OR PERSONNEL OFFICER AT HEADQUARTERS

15. IN CONSIDERATION OF THE PAST EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF THE COMPONENT TO WHICH HE IS CURRENTLY ASSIGNED, INDICATE YOUR RECOMMENDATIONS FOR HIS NEXT ASSIGNMENT AND TRAINING:

Recommend Home Leave and return for another tour.

SR Concurs. A. B. 2-20-64

16. NAME OF CAREER SERVICE OFFICER OR PERSONNEL OFFICER	SIGNATURE
DATE 6 February 1964	G.K. Mogannam (signed) G.K. Mogannam

FOR USE OF CAREER SERVICE

17. EMPLOYEE [X] HAS [ ] HAS NOT BEEN NOTIFIED OF PLANNED REASSIGNMENT	18. REFERENCE DISPATCH NO. OFPS-7995 CABLE NO.
19. TYPED OR PRINTED NAME Dwight M. Collins	20. SIGNATURE (signed)
21. TITLE Secretary, CS Agent Panel	22. DATE 26 February 1964

23. COMMENTS

Approved extension of present tour to September 1965, followed by home leave, and then second tour.

SECRET

SECRET

CONTRACT INFORMATION AND CHECK LIST

INSTRUCTIONS: Use R 20-10.2 and HR 20-1000-1 for guidance. Complete all items, inserting "NA" when items are not applicable. Forward original and TWO copies for preparation of contract

CASE OFFICER: Ruth W. Paul X6356
DIVISION: SR
TELEPHONE EXTENSION: For contract info call Ev Johnson X5963
DATE: 9 July 1962

SECTION I — GENERAL

1. NAME [x] PSEUDO [ ] TRUE
[illegible]
[redacted]

2A. PROJECT: NA

2B. PERMANENT STATION: Paris, France

3. ALLOTMENT NO.: 3234-4008-1000

3A. FUNDS: [ ] V [x] UV

4. SLOT NO.: 240

5. PREVIOUS CIA PSEUDONYM OR ALIASES:
James M. Kennicott (P)
John F. Reynolds John R. Williams, John F. Martin (A)

6. INDIVIDUAL HAS BEEN ENGAGED BY CIA OR ITS ALLIED ACTIVITIES IN SOME CAPACITY PRIOR TO THIS CONTRACT. [x] YES [ ] NO (If yes, describe and include dates and salary.)
Staff Employee since 1949

7. SECURITY CLEARANCE (Type and date): SI

7A. MEDICAL CLEARANCE: [ ] OBTAINED [xx] INITIATED [ ] NOT REQ'D.

8. CONTRACT IS TO BE WRITTEN IN STERILE FORM I.E., "U.S. GOVERNMENT" [xxx] YES [ ] NO

9. INDIVIDUAL WILL WORK UNDER "CONTROLLED CONDITIONS" I.E., REGULAR OFFICE HOURS AWAY FROM SUBJECT'S HOME AND PERFORMED UNDER THE SUPERVISION OF A STAFF EMPLOYEE OR STAFF AGENT [X] YES [ ] NO

10. PROPOSED CATEGORY (Contract agent, contract employee, etc.): [redacted]

SECTION II — PERSONAL DATA

11. CITIZENSHIP: U.S.

12. IF NOT U.S. CITIZEN, INDIVIDUAL IS A PERMANENT RESIDENT ALIEN [ ] YES [ ] NO

13. AGE: 38

14. DATE OF BIRTH (Month, day, year): January 20, 1924

15. LEGAL RESIDENCE (City and state or country): Alexandria, Virginia

16. CURRENT RESIDENCE (City and state or country): Alexandria, Virginia

17. MARITAL STATUS (Check as appropriate): [xxx] SINGLE [ ] MARRIED [ ] WIDOWED [ ] ANNULLED [ ] SEPARATED [ ] DIVORCED

18. NUMBER OF DEPENDENTS (Not including individual) RELATIONSHIP AND AGE:
Three - Wife, age 34
Daughter, age 8
Daughter, Age 11

19. INDIVIDUAL IS RELATED TO A STAFF EMPLOYEE, STAFF AGENT OR AN INDIVIDUAL CURRENTLY WORKING FOR THE AGENCY IN SOME CAPACITY [ ] YES [xx] NO
RELATIONSHIP:

SECTION III — U.S. MILITARY STATUS

20. RESERVE: NA

21. VETERAN: Yes

22. IF RETIRED, INDICATE CATEGORY (Longevity, combat disability, service disability non-combat):

23. BRANCH OF SERVICE: U. S. Army

24. RANK OR GRADE:

25. DRAFT ELIGIBLE [ ] YES [XX] NO

26. DRAFT DEFERMENT OBTAINED BY CIA: NA [ ] YES [ ] NO

SECTION IV — COMPENSATION

27. BASIC SALARY: Pay entitlements equating to GS-14 (step 6) including premium pay $13,570

28. POST DIFFERENTIAL:

29. COVER (Breakdown, if any):

30. FEDERAL TAX WITHHOLDING:

	COVER	CIA
YES	X	X
NO		

SECTION V — ALLOWANCES (NORMALLY GRANTED ONLY TO RESIDENTS OF THE UNITED STATES)

31. QUARTERS / 32. POST: In accordance with regulations

33. OTHER:

34. COVER (Breakdown, if any):

SECTION VI — TRAVEL

35. TYPES: [xxx] PCS [ ] DOMESTIC OPERATIONAL [ ] FOREIGN OPERATIONAL

36. WITH DEPENDENTS [xxx] YES [ ] NO

37. HHE TO BE SHIPPED [xx] YES [ ] NO

37A. HHE TO BE STORED [xx] YES [ ] NO

38. PERSONAL VEHICLE TO BE SHIPPED [xxx] YES [ ] NO

39. TRANSPORTED VEHICLE TO BE USED FOR OPERATIONAL TRAVEL [xxx] YES [ ] NO

40. IF WITH DEPENDENTS STATE RELATIONSHIP, CITIZENSHIP, AGE AND DATE OF BIRTH:
Wife, U. S. Citizen, age 34, DOB 19 June 1928
Daughter, U. S. Citizen, age 8, DOB 5 September 1953
Daughter, U. S. Citizen, age 11, DOB September 1950

41. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH [xxx] CIA REGULATIONS [X] COVER POLICIES AND PROCEDURES

SECTION VII — OPERATIONAL EXPENSES

42. PURCHASE OF INFORMATION: As authorized

43. ENTERTAINMENT: As authorized

44. OTHER: As authorized

45. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH [—] CIA REGULATIONS [ ] COVER POLICIES AND PROCEDURES

14-00000

SECRET

CONTRACT INFORMATION AND CHECK LIST (CONTINUED)	CASE OFFICER: Ruth Paul X6356	DIVISION: SR
NOTE: SEE INSTRUCTIONS ON FIRST SHEET.	TELEPHONE EXTENSION: For contract info	DATE: 9 July 1962

SECTION VIII OTHER BENEFITS call Ev Johnson X5923

46. BENEFITS (See R 20-615, R 20-620, R 20-670, R 20-1000, and HB 20-620-1, HB 20-1000-1 and or successor regulations for benefits applicable to various categories of contract personnel.)

All Staff Employee benefits

SECTION IX COVER ACTIVITY

47. STATUS (Check)		PROPOSED	48. TYPE (Check)		PROPRIETARY		CULTURAL	XX	COMMERCIAL		TOURIST
	XX	ESTABLISHED			SUBSIDIZED		EDUCATIONAL		MILITARY		OTHER

49. IF COVER PAYMENTS ARE CONTEMPLATED, THEY WILL BE EFFECTED ON REIMBURSABLE BASIS

[XX] YES [ ] NO [ ] COMPLETE [ ] PARTIAL

SECTION X OFFSET OF INCOME

50. OFFSET OF INCOME AND OTHER EMOLUMENTS DERIVED FROM COVER ACTIVITIES (If less than total, justify in separate memo attached hereto.)

[X] TOTAL [ ] PARTIAL [ ] NONE

SECTION XI TERM

51. DURATION			52. EFFECTIVE DATE	53. RENEWABLE
DAYS	MONTHS	YEARS		XXXX YES [ ] NO

54. TERMINATION NOTICE (Number of days)

55. FORFEITURE OF RETURN TRAVEL FOR RESIGNATION PRIOR TO CONTRACT TERMINATION [ ] YES [ ] NO

SECTION XII FUNCTION

56. PRIMARY FUNCTION (CI, FI, PP, other)

FI and CA

SECTION XIII DUTIES

57. GENERAL DESCRIPTION OF DUTIES TO BE PERFORMED

Handling and supervision of field agents already recruited.
Spotting, assessment and development of agent candidates or projects.
Recruitment of agent candidates outsideFrance when necessary.
Clandestine support of own and other station operations.

SECTION XIV QUALIFICATIONS

58. EXPERIENCE

Photographic equipment salesman
Newspaper assistant XXXXX editor
Assistant to planning division of housing authority of a major city
Operations Officer for past 12 years

59. EDUCATION (Check Highest Level Attained)

	GRADE SCHOOL		HIGH SCHOOL GRADUATE		TRADE SCHOOL GRADUATE
	BUSINESS SCHOOL GRADUATE		COMMERCIAL SCHOOL GRADUATE		
	COLLEGE (No degree)	X	COLLEGE DEGREE		POST GRADUATE / MA / PHD

60. LANGUAGE COMPETENCY (Check Appropriate Degree Competency)

LANGUAGE	SPEAK Fluent	SPEAK Average	SPEAK Poor	WRITE Fluent	WRITE Average	WRITE Poor	READ Fluent	READ Average	READ Poor
French		X			X			X	
Japanese		X				X		X	
Russian									X

61. INDIVIDUAL'S COUNTRY OF ORIGIN: USA

62. AREA KNOWLEDGE

Canada, Japan, Western Europe thru residence, study and travel

SECTION XV EMPLOYMENT PRIOR TO CIA

63. GIVE INCLUSIVE DATES, POSITION TITLE OR TYPE WORK, SALARY AND REASON FOR LEAVING

Newspaper assistant editor - $2,100
Assistant to planning division of housing authority $3,100

SECTION XVI ADDITIONAL INFORMATION

64. ADDITIONAL OR UNUSUAL REQUIREMENTS, JUSTIFICATIONS OR EXPLANATIONS (Use other side if necessary)

[ ] OVER

APPROVAL

DATE	TYPED NAME & SIGNATURE OF REQUESTING OFFICER	DATE	TYPED NAME

14-00000

SECRET

9 December 1958

MEMORANDUM FOR: Secretary, CS/CSB

SUBJECT : Recommendation for Promotion to Grade GS-15 - Jacques G. RICHARDSON

REFERENCE : Your memorandum dated 8 October 1958

1. The SR Division and the Chief of Station, Tokyo (FJTT-1950, attached) recommend the promotion of Jacques G. Richardson to GS-15.

2. Mr. Richardson was last promoted 16 January 1955. On 17 February 1955 he arrived in Tokyo to serve as the senior SR officer in the FE field area, his present assignment. In this position he has continued to display qualities of leadership, initiative, imagination and thoroughness which resulted in his rapid rise in the Agency.

3. The very facts of Mr. Richardson's youth in relation to his responsibilities and the fact that promotion to his present level has been rapid, caused the Division and the Chief of Station, Tokyo to hold until this time a recommendation for his promotion which was submitted in June 1957. Most careful consideration has convinced us that not only is Mr. Richardson deserving of the recommended promotion, but his elevation to the higher grade will be in the best interest of the Career Service and meet definite Division requirements for a senior officer at the GS-15 level.

Charles Katek
CHARLES KATEK
Acting Chief, SR Division

Distribution:
Orig & 6 - Addr

SECRET

14-00000

OFFICIAL DISPATCH

CLASSIFICATION

TO

Chief, SR

FROM

Chief of Station, Tokyo

INFORMATION ADDRESSEE

Chief, FE

SUBJECT

REDWOOD/ADMINISTRATIVE
Promotion of [redacted]

HEADQUARTERS FILE NO.

DISPATCH SYMBOL AND NO.

FJTT-1950

DATE

REFERENCE(S)

FJTW-11531 (RYBAT), dated 11 October 1957

ACTION REQUIRED: See paragraph 2

Richardson - 1
Baker - 2
Maury - 3
Nelson - 4

1. In line with paragraph 2 of Reference, after a period of six months we submitted an additional promotion fitness report on [redacted] under cover of FJTT-0601 dated 28 May 1958. Inasmuch as [redacted] was then at Headquarters on TDY, we requested that he review this fitness report and assured that in doing so he would also discuss with [redacted]s promotion, which both he and [redacted] felt was to be strongly recommended.

2. [redacted] was, however, not shown this fitness report at Headquarters, nor did he have the opportunity to discuss [redacted]s promotion with [redacted]. In reviewing our records we are now concerned at the possibility of some administrative slip-up and would appreciate a word of advice as to how this promotion action is proceeding. We would like to reiterate that we now have not the slightest hesitation in recommending [redacted] for promotion and find that the fitness report submitted with FJTT-0601 still reflects our current high appreciation of his abilities and progress.

[redacted]

20 November 1958

Distribution:
2 - Chief, SR
2 - Chief, FE

Pers/5/Pers
✓ Pers

CONTINUED

OFFICIAL DISPATCH

FORM NO. 53 TEST
1 SEP 56

CLASSIFICATION

(40)

14-00000

SECRET

COPY
Attachment to
FJTA-19609

MEMORANDUM No. 360

18 June 1957

TO : Chief of Station

FROM : Chief, Soviet Branch

SUBJECT: [redacted] - Recommendation for Promotion
Jacques RICHARDSON

1. [redacted] has been under my supervision as Deputy and Case Officer for approximately fifteen months. Based on the knowledge of [redacted] as an individual gained during this period and upon his actual performance, I recommend that he be entered for consideration on the SR Division GS-14 to GS-15 promotion list at this time - June 1957. The slot and job which he now occupies, Chief, Soviet Branch, is, of course, adequate to accommodate such a promotion.

2. [redacted] operational performance has been outstanding and notably versatile during this period. He has engaged primarily in liaison and has been personally effective in terms of results achieved almost daily, in terms of reports, operational data, and joint enterprise; while, overall, he has established enduring professional relationships from which the organization as a whole should benefit for some time to come. In addition, owing in large part to unique personal talents, linguistic and otherwise, [redacted] has handled a number of unilateral cases most effectively. In the office, too, as well as in face-to-face operational situations, [redacted] has been outstanding. He has a flair for and a facility with the written word as evidenced by the amount of general and particular correspondence which he has initiated, and he knows the organizational "drill" intimately and from way back. Thus, I feel that he is qualified for the recommended promotion by ability and experience in both the internal and external aspects of the profession.

3. Relative to the more personal characteristics involved in the term managerial ability, judgments are necessarily more subjective but here, too, I consider [redacted] to be qualified in maturity, in judgment, and in experience. He would most certainly be a supervisor who could perform all the chores or handle all the situations which he would be calling upon subordinates to take care of, in itself, the beginning of any good supervisory relationship. In actual fact, he has had considerable experience in this regard already and the principal shortcoming I have noticed is a tendency to "carry" others by an extension of his own industry. [redacted] is not without his difficulties in the area of personal relationships. He is a purist at times and manifestly impatient in certain human situations where a shrug of the shoulders would be the

SECRET

SECRET

best reply. These characteristics do not always make for the best personal relations but are frequently obviated by intellect and above all are correctable and are being corrected.

4. In sum, [redacted] qualifications, broad experience and proven abilities dominate his age, the only factor militating against a promotion at this time. It is therefore my sincere recommendation that a promotion recommendation be forwarded to Headquarters for consideration in the current mid-year lists.

Edward MARELIUS [redacted]

SECRET

9 December 1958

MEMORANDUM FOR: Secretary, CS/CSB

SUBJECT : Recommendation for Promotion to Grade GS-15 - Jacques G. RICHARDSON

REFERENCE : Your memorandum dated 8 October 1958

1. The FE Division and the Chief of Station, Tokyo ([illegible], attached) recommend the promotion of Jacques G. Richardson to GS-15.

2. Mr. Richardson was last promoted 16 January 1955. On 27 February 1955 he arrived in Tokyo to serve as the senior FE officer in the FE field area, his present assignment. In this position he has continued to display qualities of leadership, initiative, imagination and thoroughness which resulted in his rapid rise in the Agency.

3. The very facts of Mr. Richardson's youth in relation to his responsibilities and the fact that promotion to his present level has been rapid, caused the Division and the Chief of Station, Tokyo to hold until this time a recommendation for his promotion which was submitted in June 1957. Most careful consideration has convinced us that not only is Mr. Richardson deserving of the recommended promotion, but his elevation to the higher grade will be in the best interest of the Career Service and meet definite Division requirements for a senior officer at the GS-15 level.

CHARLES [illegible]
Acting Chief, FE Division

Distribution:
Orig & 6 - Addee

14-00000

C O P Y

FJTT-1950

25 November 1958

TO: Chief, SR

FROM: Chief of Station, Tokyo

SUBJECT: Promotion of Jacques G. RICHARDSON

REFERENCE: FJTW-11531 (RYBAT) dated 11 Oct 1957

1. In line with paragraph 2 of Reference, after a period of six months we submitted an additional promotion fitness report on RICHARDSON under cover of FJTT-0801 dated 28 May 1958. Inasmuch as Baker was then at Headquarters on TDY, we requested that he review this fitness report and assumed that in doing so he would also discuss with Maury RICHARDSON's promotion, which both he and Nelson felt was to be strongly recommended.

2. Baker was, however, not shown this fitness report at Headquarters, nor did he have the opportunity to discuss RICHARDSON's promotion with Maury. In reviewing our records we are now concerned at the possibility of some administrative slip-up and would appreciate a word of advice as to how this promotion action is proceeding. We would like to reiterate that we now have not the slightest hesitation in recommending RICHARDSON for promotion and find that the fitness report submitted with FJTT-0801 still reflects our current high appreciation of his abilities and progress.

WILLIAM E. NELSON

14-00000

COPY
Attachment to
FJTA-19609

MEMORANDUM No. 360 18 June 1957

TO: Chief of Station

FROM: Chief, Soviet Branch

SUBJECT: Jacques RICHARDSON - Recommendation for Promotion

1. Jacques Richardson has been under my supervision as Deputy and Case Officer for approximately fifteen months. Based on the knowledge of Richardson as an individual gained during this period and upon his actual performance, I recommend that he be entered for consideration on the SR Division GS-14 to GS-15 promotion list at this time - June 1957. The slot and job which he now occupies, Chief, Soviet Branch, is, of course, adequate to accommodate such a promotion.

2. Richardson's operational performance has been outstanding and notably versatile during this period. He has engaged primarily in liaison and has been personally effective in terms of results achieved almost daily, in terms of reports, operational data, and joint enterprise; while, overall, he has established enduring professional relationships from which the organisation as a whole should benefit for some time to come. In addition, owing in large part to unique personal talents, linguistic and otherwise, Richardson has handled a number of unilateral cases most effectively. In the office, too, as well as in face-to-face operational situations, Richardson has been outstanding. He has a flair for and a facility with the written word as evidenced by the amount of general and particular correspondence which he has initiated, and he knows the organizational "drill" intimately and from way back. Thus, I feel that he is qualified for the recommended promotion by ability and experience in both the internal and external aspects of the profession.

3. Relative to the more personal characteristics involved in the term managerial ability, judgments are necessarily more subjective but here, too, I consider Richardson to be qualified in maturity, in judgment, and in experience. He would most certainly be a supervisor who could perform all the chores or handle all the situations which he would be calling upon subordinates to take care of, in itself, the beginning of any good supervisory relationship. In actual fact, he has had considerable experience in this regard already and the principal shortcoming I have noticed is a tendency to "carry" others by an extension of his own industry. Richardson is not without his difficulties in the area of personal relationships. He is a purist at times and manifestly impatient in certain human situations where a shrug of the shoulders would be the best reply. These characteristics do not always make for the best personal relationships but are frequently obviated by intellect and above all are correctable and are being corrected.

4. In sum, Richardson's qualifications, broad experience and proven abilities dominate his age, the only factor militating against a promotion at this time. It is therefore my sincere recommendation ~~that a promotion~~ recommendation be forwarded to Headquarters for consideration in the current mid-year lists.

EDWARD MARELIUS

14-00000

1 June 1959

MEMORANDUM FOR: Chairman, CS Career Service Board

SUBJECT : Nominations for Promotion to GS-15

REFERENCE : Memorandum dated 14 May 1958 from Secretary, CS Career Service Board

1. After reviewing GS-14 employees assigned to the SR Division, I wish to again recommend the promotion of Jacques Richardson, Chief, Soviet Branch, Tokyo to GS-15. I concur also in the attached recommendation for the promotion of Paul Haines prepared by the Chief of Base, Berlin.

2. The Chief of Station, Tokyo and I recommended Mr. Richardson's promotion in December 1958. This earlier recommendation presented the personal qualities of Mr. Richardson. I wish simply to point out at this time that since early 1954, Mr. Richardson has more than fully discharged responsibilities at the GS-15 level. I believe that it is definitely time to elevate him to the level at which he has been performing more than satisfactorily for over 5½ years.

Charles Katek

CHARLES KATEK
Acting Chief, SR Division

Distribution:
Orig & 6 Addressee w/att

14-00000

STANDARD FORM 144
JANUARY 1952
U. S. CIVIL SERVICE COMMISSION
FPM CHAPTERS L1 AND R3

STATEMENT OF PRIOR FEDERAL AND MILITARY SERVICE

IMPORTANT: The information on this form will be used in determining creditable service for *leave purposes* and retention credits for *reduction in force*. The employee should complete Part I and the Personnel Office should complete Parts II through IV.

PART I.—EMPLOYEE'S STATEMENT

1. NAME (*Last, first, middle initial*): RICHARDSON, Jacques G.

2. DATE OF BIRTH: 20 January 1924

3. LIST THE FOLLOWING INFORMATION CONCERNING ALL FEDERAL AND DISTRICT OF COLUMBIA SERVICE YOU HAVE HAD PRIOR TO YOUR PRESENT APPOINTMENTS (*Do not include military service.*)

NAME AND LOCATION OF AGENCY	FROM— YEAR	MONTH	DAY	TO— YEAR	MONTH	DAY	TYPE OF APPOINTMENT IF KNOWN
None CIA	49	11	30				

4. LIST PERIODS OF SERVICE IN ANY BRANCH OF THE ARMED FORCES OF THE UNITED STATES. IF YOU HAD NO MILITARY SERVICE, WRITE "NONE."

BRANCH	FROM— YEAR	MONTH	DAY	TO— YEAR	MONTH	DAY	DISCHARGE (*Hon. or dishon.?*)
United States Army	43	Feb	15	48	Oct	27	Yes; honorable

5. DURING PERIODS OF EMPLOYMENT SHOWN IN ITEM 3, DID YOU HAVE A TOTAL OF MORE THAN 6 MONTHS ABSENCE WITHOUT PAY, INCLUDING PERIODS OF MERCHANT MARINE SERVICE, DURING ANY ONE CALENDAR YEAR? ☐ YES ☒ NO
IF ANSWER IS "YES," LIST FOLLOWING INFORMATION.

TYPE IF KNOWN (*LWOP, Furl, Susp, AWOL, Mer Mar*)	FROM— YEAR	MONTH	DAY	TO— YEAR	MONTH	DAY	TOTAL YEARS	MONTHS	DAYS

6. DURING THE FEDERAL SERVICE LISTED IN ITEM 3, DID YOU ACQUIRE A PERMANENT COMPETITIVE CIVIL SERVICE STATUS? ☐ YES ☒ NO
(*If answer is "Yes," in what agency were you employed at the time status was acquired?*)

7. ARE YOU:
A. THE WIFE OF A DISABLED VETERAN? ☐ YES ☒ NO
B. THE MOTHER OF A DECEASED OR DISABLED VETERAN? ☐ YES ☒ NO
C. THE UNREMARRIED WIDOW OF A VETERAN? ☐ YES ☒ NO

8. TO BE EXECUTED BEFORE A NOTARY PUBLIC OR OTHER PERSONS AUTHORIZED TO ADMINISTER OATHS.

I swear (or affirm) that the above statements are true to the best of my knowledge and belief.

1 August 57 (DATE) — Jacques G. Richardson (SIGNATURE)

Subscribed and sworn to before me on this ______ day of ______ (MONTH) 1952 at ______ (CITY) ______ (STATE)

SEAL

______

NOTE: If oath is taken before a Notary Public, the date of expiration of his Commission should be shown.

PART II.—THIS COLUMN IS FOR PERSONNEL OFFICE USE

9. RETENTION GROUP

10. CSC STATUS (*For permanent employees only*) ☐ YES ☐ NO

11. SERVICE

YEAR	MONTH	DAY
5	8	12

12. TOTAL SERVICE: 5 8 12

13. NONCREDITABLE SERVICE (*Leave purposes only*):

14. NONCREDITABLE SERVICE (*RIF purposes only*):

15. REEMPLOYMENT RIGHTS ☐ YES ☐ NO

16. RETENTION RIGHTS ☐ YES ☐ NO

17. EXPIRATION DATE OF RETENTION RIGHTS

(OVER)

16—66489-2

14-00000

CONFIDENTIAL
(When Filled In)

TRAVEL AGREEMENT BY STAFF EMPLOYEES ASSIGNED TO PERMANENT DUTY STATION OUTSIDE CONTINENTAL UNITED STATES

1. In accordance with the policy of the Central Intelligence Agency, I agree to serve outside the continental United States a minimum tour of 24 months from the date of my arrival at my permanent post of duty, unless said tour is sooner terminated by the Government for its convenience, or it is terminated by the Agency for circumstances that are considered by it to be beyond my control.

2. It is understood and agreed that if I terminate for reasons within my control in less than 12 months from the date of arrival at said post, I shall reimburse CIA for all travel expenses, including storage and per diem, incurred in the transporting of myself, my dependents, my household and personal effects and my automobile to my permanent post of duty, and shall pay all return travel and transportation expenses to the United States.

3. It is further understood and agreed that if I terminate for reasons within my control subsequent to the twelfth month but prior to the completion of my tour of duty, I shall pay all return expenses for the travel and transportation of myself, my dependents, my household and personal effects and my automobile to the United States.

Jacques G. Richardson
(Employee)
Jacques G. Richardson

WITNESS: Lorene E. Norbeck
Office of Personnel
Lorene E. Norbeck

Date: 9 August 1957

FORM NO. 911a REPLACES FORM NO. 55-104 WHICH IS OBSOLETE.
1 FEB 56

CONFIDENTIAL

(4)

121 [illegible]
12-1

INSURANCE QUESTIONNAIRE

1. NAME (Last) RICHARDSON (First) Jacques (Middle) G.

2. THIS DATE 28 Dec 54

3. THE FOLLOWING AGENCY SPONSORED INSURANCE PROGRAMS HAVE BEEN EXPLAINED TO ME:

- [X] WAR AGENCIES EMPLOYEES PROTECTIVE ASSOCIATION (WAEPA)
- [X] MUTUAL BENEFIT OF OMAHA
- [X] GROUP HOSPITALIZATION INCORPORATED
- [X] AIR TRIP INSURANCE

4. ITINERARY (To be completed only for individuals making application for Air Trip Insurance):

5. I AM NOW PARTICIPATING, OR WOULD LIKE TO PARTICIPATE IN THE FOLLOWING INSURANCE PROGRAMS:

TYPE OF POLICY	DESIRED	NOW HAVE	POLICY NUMBER	DEDUCTIONS AUTHORIZED EACH PAY PERIOD	CASH PAID
GEHA - Health	[illegible]	✓			
Fed. Emp. Ins.		✓			

J. Richardson
SIGNATURE

6. I DO NOT ELECT TO PARTICIPATE IN ANY OF THE STATED INSURANCE PROGRAMS:

SIGNATURE

7. EMPLOYEE INTERVIEWED BY:

CPB: RWSloan
SIGNATURE

I&CB:
SIGNATURE

8. REMARKS:

These forms were returned to me 17 Feb 55 in envelope. The forms have not been signed by the Insurance office indicating that individual did not report to that office. RWS

Per phone info from insurance office 21 Feb 55 P/R deductions are to start eff 26 Feb 55 RWS

When completed, the original of this form should be forwarded to T&RB for incorporation in the employee's official personnel folder. The copy should be forwarded to CPB for retention in CPB file.

(4)

FORM NO. 37-190
1 MAR 54

14-00000

1-3688

DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT CHIEF OF STAFF, G-2, INTELLIGENCE
WASHINGTON 25, D. C.

G2-AP

3 DEC 1954

SUBJECT: Letter of Appreciation

TO: Director of Central Intelligence
Washington 25, D. C.
ATTN: Deputy Director of Plans

Jacques G. Richardson

1. I have received a letter from Major General Boniface Campbell, Commanding General, Army Intelligence Center, expressing appreciation for a presentation by Mr. [redacted] at Fort Holabird in October 1954. Mr. [redacted] also arranged for presentations by two other speakers at the Army Intelligence Center. A copy of General Campbell's letter is attached.

2. The remarks contained in this letter are a source of real satisfaction to me, and I take this opportunity to add my appreciation to that expressed by General Campbell.

Arthur G. Trudeau

ARTHUR G. T
Major Gen
A. C. of S

1 Incl
Cy ltr fr Gen
Campbell dtd
12 Nov 54

14-00000

STANDARD FORM 61 (REVISED APRIL 1, 1948)
PROMULGATED BY CIVIL SERVICE COMMISSION
CHAPTER 48 FEDERAL PERSONNEL MANUAL

APPOINTMENT AFFIDAVITS

IMPORTANT.—*Before swearing to these appointment affidavits, you should read and understand the attached information for appointee*

CIA (Department or agency) OPC (Bureau or division) WASHINGTON, D. C. (Place of employment)

I, Jacques Gabriel Richardson, do solemnly swear (or affirm) that—

A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, SO HELP ME GOD.

B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I a member of any organization that advocates the overthrow of the Government of the United States by force or violence or other unconstitutional means or seeking by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) I will not so advocate, nor will I become a member of such organization during the period that I am an employee of the Federal Government.

C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not, while a Government employee, become a member of such an organization.

D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not paid, or offered or promised to pay, any money or other thing of value to any person, firm or corporation for the use of influence to procure my appointment.

E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers contained in my Application for Federal Employment, Form No. SF-57, dated ...., 19...., filed with the above-named department or agency, which I have reviewed, are true and correct as of this date with the exceptions noted in the Declaration of Appointee on the reverse of this form. (If no exceptions, write "None" on the Declaration of Appointee.)

Jacques Gabriel Richardson
(Signature of appointee)

Subscribed and sworn before me this 13th day of July, A. D. 19 50,

at Washington, (City) D. C. (State)

Frank G. [signature]
(Signature of officer)

[SEAL]

.... (Title)

NOTE.—*If the oath is taken before a Notary Public the date of expiration of his commission should be shown.*

16—55100-1

DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. *Question 5 is to be answered in all cases, otherwise answer only those questions which require an answer different from that given to the corresponding questions on your application form. If no answers are different, write "NONE" in Item 10, below.* Any false statement in this declaration will be grounds for cancellation of application or dismissal after appointment. Impersonation is a criminal offense and will be prosecuted accordingly.

1. PRESENT ADDRESS (*street and number, city and State*)
8601 Old Bladensburg Rd Silver Spring Md.

2. (A) DATE OF BIRTH
20 Jan 1924

(B) PLACE OF BIRTH (*city or town and State or country*)
Baltimore, Md.

3. (A) IN CASE OF EMERGENCY PLEASE NOTIFY
HARRIETTE D. RICHARDSON

(B) RELATIONSHIP
WIFE

(C) STREET AND NUMBER, CITY AND STATE
8601 Old Bladensburg Rd-SS-Md.

(D) TELEPHONE NO.
SL-3783

4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY RELATIVE OF YOURS (EITHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? ☐ YES ☒ NO

If so, for each such relative fill in the blanks below. If additional space is necessary, complete under Item 10.

NAME	POST OFFICE ADDRESS (*Give street number, if any*)	(1) POSITION (2) TEMPORARY OR NOT (3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED	RELATIONSHIP	MARRIED (*Check one*)	SINGLE
		1. 2. 3.			
		1. 2. 3.			
		1. 2. 3.			

INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO
5. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?	X	
6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? *If your answer is "Yes", give details in Item 10.*		X
7. DO YOU RECEIVE ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? *If your answer is "Yes", give in Item 10 reason for retirement, that is, age, optional disability, or by reason of voluntary or involuntary separation after 5 years' service; amount of retirement pay, and under what retirement act; and rating, if retired from military or naval service.*		X
8. HAVE YOU EVER BEEN DISCHARGED, OR FORCED TO RESIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? *If your answer is "Yes", give in Item 10 the name and address of employer, date, and reason in each case.*		X
9. SINCE YOUR 16TH BIRTHDAY, HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED, OR IMPRISONED, OR PLACED ON PROBATION, OR HAVE YOU EVER BEEN ORDERED TO DEPOSIT BAIL OR COLLATERAL FOR THE VIOLATION OF ANY LAW, POLICE REGULATION, OR ORDINANCE (EXCLUDING MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR FORFEITURE OF $25 OR LESS WAS IMPOSED)? *If your answer is "Yes", list all such cases under Item 10. Give in each case: (1) The date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.*		X

10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS

ITEM NO.	WRITE IN LEFT COLUMN NUMBERS OF ITEMS TO WHICH DETAILED ANSWERS APPLY

INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer before whom the foregoing certificate is made shall determine to his own satisfaction that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations and acts of Congress pertaining to appointment.

This form should be checked for holding of office, pension, suitability in connection with any record of recent discharge or arrest, and particularly for the following:

(1) *Identity of appointee.*—The appointee's signature and handwriting are to be compared with the application and/or other pertinent papers. The physical appearance may be checked against the medical certificate. The appointee may also be questioned on his personal history for agreement with his previous statements.

(2) *Age.*—If definite age limits have been established for the position, it should be determined that applicant is not outside the age range for appointment. Until such determination is made, the appointment may not be consummated.

(3) *Citizenship.*—The appointing officer is responsible for observing the citizenship provisions of (1) the Civil Service Rules and (2) appropriation acts. Form 61 constitutes an affidavit for both purposes and is acceptable proof of citizenship status in the absence of conflicting evidence. In doubtful cases the appointment should not be consummated until clearance has been secured from the certifying office of the Civil Service Commission.

(4) *Members of Family.*—Section 9 of the Civil Service Act provides that whenever there are already two or more members of a family serving under probational or permanent appointment in the competitive service, no other member of such family is eligible for probational or permanent appointment in the competitive service. The appointments of persons entitled to veteran preference are not subject to this requirement. The members-of-family provision does not apply to temporary appointments. Doubtful cases may be referred to the appropriate office of the Civil Service Commission for decision.

U. S. GOVERNMENT PRINTING OFFICE 10—33150-1

ESPIONAGE

1. Unlawfully obtaining or permitting to be obtained information affecting national defense.—That (a) Whoever, for the purpose of obtaining information respecting the national defense with intent or reason to believe that the information to be obtained is to be used to the injury of the United States, or to the advantage of any foreign nation, goes upon, enters, flies over, or otherwise obtains information concerning any vessel, aircraft, work of defence, navy yard, naval station, submarine base, coaling station, fort, battery, torpedo station dockyard, canal, railroad, arsenal, camp, factory, mine, telegraph, telephone, wireless, or signal station, building, office, or other place connected with the national defense, owned or constructed, or in progress of construction by the United States or under the control of the United States, or of any of its officers or agents, or within the exclusive jurisdiction of the United States, or any place in which any vessel, aircraft, arms, munitions, or other materials or instruments for use in time of war are being made, prepared, repaired, or stored, under any contract or agreement with the United States, or with any person on behalf of the United States, or otherwise on behalf of the United States, or any prohibited place within the meaning of section 6 of this title; or (b) whoever for the purpose aforesaid, and with like intent or reason to believe, copies, takes, makes, or obtains, or attempts, or induces or aids another to copy, take, make, or obtain, any sketch, photograph, photographic negative, blueprint, plan, map, model, instrument, appliance, document, writing, or note of anything connected with the national defense; or (c) whoever, for the purpose aforesaid, receives or obtains or agrees or attempts or induces or aids another to receive or obtain from any person, or from any source whatever, any document, writing, code book, signal book, sketch, photograph, photographic negative, blueprint, plan, map, model, instrument, appliance, or note, of anything connected with the national defense, knowing or having reason to believe, at the time he receives or obtains, or agrees or attempts or induces or aids another to receive or obtain it, that it has been or will be obtained, taken, made or disposed of by any person contrary to the provisions of this title; or (d) whoever, lawfully or unlawfully having possession of, access to, control over, or being intrusted with any document, writing, code book, signal, book, sketch, photograph, photographic negative, blueprint, plan, map, model, instrument, appliance, or note relating to the national defense, willfully communicates or transmits or attempts to communicate or transmit the same to any person not entitled to receive it, or willfully retains the same and fails to deliver it on demand to the officer or employee of the United States entitled to receive it; or (e) whoever, being intrusted with or having lawful possession or control of any document, writing, code book, signal book, sketch, photograph, photographic negative, blueprint, plan, map, model, note, or information, relating to the national defense, through gross negligence permits the same to be removed from its proper place of custody or delivered to anyone in violation of his trust, or to be lost, stolen, abstracted, or destroyed, shall be punished by imprisonment for not more than ten years and may,

in the discretion of the court, be fined not more than $10,000. (Sec. 1, Title I, act 15 June 1917 (40 Stat. 217), as amended by sec. 1, act 28 March 1940 (54 Stat. 79; 50 U.S.C. 31)).

2. Unlawfully disclosing information affecting national defense.—(a) Whoever, with intent or reason to believe that it is to be used to the injury of the United States or to the advantage of a foreign nation, communicates, delivers, or transmits, or attempts to, or aids or induces another to, communicate, deliver, or transmit, to any foreign government, or to any faction or party or military or naval force within a foreign country, whether recognized or unrecognized by the United States, or to any representative, officer, agent, employee, subject, or citizen thereof, either directly or indirectly, any document, writing, code book, signal book, sketch, photograph, photographic negative, blueprint, plan, map, model, note, instrument, appliance, or information relating to the national defense, shall be punished by imprisonment for not more than twenty years: Provided, That whoever shall violate the provisions of subsection (a) of this section in time of war shall be punished by death or by imprisonment for not more than thirty years; and (b) whoever, in time of war, with intent that the same shall be communicated to the enemy, shall collect, record, publish, or communicate, or attempt to elicit any information with respect to the movement, numbers, description, condition, or disposition of any of the armed forces, ships, aircraft, or war materials of the United States, or with respect to the plans or conduct, or supposed plans or conduct of any naval or military operations, or with respect to any works or measures undertaken for or connected with, or intended for the fortification or defense of any place, or any other information relating to the public defense, which might be useful to the enemy, shall be punished by death or by imprisonment for not more than thirty years. (Sec. 2, act 15 June 1917 (40 Stat. 218; 50 U.S.C. 32)).

I have read and understand the provisions of the above.

[redacted]

Witness:

Joseph S. Riff
21 November 1949

STANDARD FORM 61 (REVISED APRIL 1, 1947)
PROMULGATED BY CIVIL SERVICE COMMISSION
CHAPTER A4 FEDERAL PERSONNEL MANUAL

APPOINTMENT AFFIDAVITS

IMPORTANT.—*Before swearing to these appointment affidavits, you should read and understand the attached information for appointee*

CIA	OPC	WASHINGTON, D. C.
(Department or agency)	(Bureau or division)	(Place of employment)

I, [redacted], do solemnly swear (or affirm) that—

A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, SO HELP ME GOD.

B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I a member of any organization that advocates the overthrow of the Government of the United States by force or violence or other unconstitutional means or seeking by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) I will not so advocate, nor will I become a member of such organization during the period that I am an employee of the Federal Government.

C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not, while a Government employee, become a member of such an organization.

D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not paid, or offered or promised to pay, any money or other thing of value to any person, firm or corporation for the use of influence to procure my appointment.

E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers contained in my Application for Federal Employment, Form No. SF-57, dated 1 October, 19 48, filed with the above-named department or agency, which I have reviewed, are true and correct as of this date with the exceptions noted in the Declaration of Appointee on the reverse of this form. (If no exceptions, write "None" on the Declaration of Appointee.)

[redacted]

Subscribed and sworn before me this 21st day of November, A. D. 19 49,

at Washington (City) D. C. (State)

[SEAL]

[illegible]
(Signature of officer)

[illegible]
(Title)

NOTE.—*If the oath is taken before a Notary Public the date of expiration of his commission should be shown.*

16—46160-1

DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. *Question 3 is to be answered in all cases, otherwise answer only those questions which require an answer different from that given to the corresponding questions on your application form. If no answers are different, write "NONE" in Item 10, below.* Any false statement in this declaration will be grounds for cancellation of application or dismissal after appointment. Impersonation is a criminal offense and will be prosecuted accordingly.

1. PRESENT ADDRESS *(street and number, city and State)*

2. (A) DATE OF BIRTH | (B) PLACE OF BIRTH *(city or town and State or country)*

3. (A) IN CASE OF EMERGENCY PLEASE NOTIFY	(B) RELATIONSHIP	(C) STREET AND NUMBER, CITY AND STATE	(D) TELEPHONE NO.
HARRIETTE D. [redacted]	WIFE	7[illegible] S. ROYAL ST., ALEXANDRIA, VA.	TE 8506

4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY RELATIVE OF YOURS (EITHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? ☐ YES ☐ NO

If so, for each such relative fill in the blanks below. If additional space is necessary, complete under Item 10.

NAME	POST OFFICE ADDRESS *(Give street number, if any)*	(1) POSITION (2) TEMPORARY OR NOT (3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED	RELATIONSHIP	MARRIED	SINGLE
		1. 2. 3.			
		1. 2. 3.			
		1. 2. 3.			

(Check one) applies to MARRIED / SINGLE.

INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO	ITEM NO.	10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS — WRITE IN LEFT COLUMN NUMBERS OF ITEMS TO WHICH DETAILED ANSWERS APPLY
5. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?				NONE
6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? *If your answer is "Yes", give details in Item 10.*				
7. DO YOU RECEIVE ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? *If your answer is "Yes", give in Item 10 reason for retirement, that is, age, optional disability, or by reason of voluntary or involuntary separation after 5 years' service; amount of retirement pay, and under what retirement act; and rating, if retired from military or naval service.*				
8. HAVE YOU EVER BEEN DISCHARGED, OR FORCED TO RESIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? *If your answer is "Yes", give in Item 10 the name and address of employer, date, and reason in each case.*				
9. SINCE YOUR 16TH BIRTHDAY, HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED, OR IMPRISONED, OR PLACED ON PROBATION, OR HAVE YOU EVER BEEN ORDERED TO DEPOSIT BAIL OR COLLATERAL FOR THE VIOLATION OF ANY LAW, POLICE REGULATION OR ORDINANCE (EXCLUDING MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR FORFEITURE OF $25 OR LESS WAS IMPOSED)? *If your answer is "Yes", list all such cases under Item 10. Give in each case: (1) The date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.*				

INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer before whom the foregoing certificate is made shall determine to his own satisfaction that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations and acts of Congress pertaining to appointment.

This form should be checked for holding of office, pension, suitability in connection with any record of recent discharge or arrest, and particularly for the following:

(1) *Identity of appointee.*—The appointee's signature and handwriting are to be compared with the application and/or other pertinent papers. The physical appearance may be checked against the medical certificate. The appointee may also be questioned on his personal history for agreement with his previous statements.

(2) *Age.*—If definite age limits have been established for the position, it should be determined that applicant is not outside the age range for appointment. Until such determination is made, the appointment may not be consummated.

(3) *Citizenship.*—The appointing officer is responsible for observing the citizenship provisions of (1) the Civil Service Rules and (2) appropriation acts. Form 61 constitutes an affidavit for both purposes and is acceptable proof of citizenship status in the absence of conflicting evidence. In doubtful cases the appointment should not be consummated until clearance has been secured from the certifying office of the Civil Service Commission.

(4) *Members of Family.*—Section 9 of the Civil Service Act provides that whenever there are already two or more members of a family serving under probational or permanent appointment in the competitive service, no other member of such family is eligible for probational or permanent appointment in the competitive service. The appointments of persons entitled to veteran preference are not subject to this requirement. The members-of-family provision does not apply to temporary appointments. Doubtful cases may be referred to the appropriate office of the Civil Service Commission for decision.

U. S. GOVERNMENT PRINTING OFFICE 16—[illegible]-1

SECRET
(When Filled In)

1604 Curie

PERIODIC SUPPLEMENT
PERSONAL HISTORY STATEMENT

50-6102 QAB

THIS DATE: 7 August 1957 NOV

INSTRUCTIONS

This form provides the means whereby your official personnel records will be kept current. Even though it duplicates information you have furnished previously, it will be necessary for you to complete Sections I through VI in their entirety. You need complete Sections VII through XIII only if there has been a change since you entered on duty with the organization or if you believe the item requires more complete coverage than you have previously reported.

SECTION I — GENERAL

1. FULL NAME (Last-First-Middle): RICHARDSON, Jacques Gabriel

2. CURRENT ADDRESS (No., Street, City, Zone, State): Box 888 APO 500, San Francisco, California

3. PERMANENT ADDRESS (No., Street, City, Zone, State): 722 South Royal Street, Alexandria, Virginia

4. HOME TELEPHONE NUMBER: Tokyo 2636-3928

5. STATE, TERRITORY, POSSESSION OR COUNTRY IN WHICH YOU NOW CLAIM RESIDENCE: Virginia

SECTION II — PERSON TO BE NOTIFIED IN CASE OF EMERGENCY

1. NAME (Last-First-Middle) PREFERABLY RESIDING IN U.S.: DRISCOLL, Theodore Gotzian

2. RELATIONSHIP: Father-in-law

3. HOME ADDRESS (No., Street, City, Zone, State, Country): 722 South Royal Street, Alexandria, Virginia

4. BUSINESS ADDRESS (No., Street, City, Zone, State, Country). INDICATE NAME OF FIRM OR EMPLOYER, IF APPLICABLE: Council of State Governments, 1025 Connecticut Avenue, Washington, D.C.

5. HOME TELEPHONE NUMBER: TEmple 6-8506

6. BUSINESS TELEPHONE NUMBER: EXecutive 3-6715

7. BUSINESS TELEPHONE EXTENSION:

8. IN CASE OF EMERGENCY, OTHER CLOSE RELATIVES (Spouse, Mother, Father) MAY ALSO BE NOTIFIED. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE.

Mr Henri A Richardson (Brother), 3039 Macomb Street NW, Washington, D.C. (EM-3-6093)

SECTION III — MARITAL STATUS

1. CHECK (X) ONE:

SINGLE	MARRIED	WIDOWED	SEPARATED	DIVORCED	ANNULLED
	X				

2. FURNISH DATE, PLACE AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS

SPOUSE: If you have been married more than once, including annulments, use a separate sheet for former wife or husband giving data below for all previous marriages. If marriage is contemplated, provide same data for fiance.

3. NAME (First) (Middle) (Maiden) (Last)

4. DATE OF MARRIAGE

5. PLACE OF MARRIAGE (City, State, Country)

6. ADDRESS OF SPOUSE BEFORE MARRIAGE (No., Street, City, State, Country)

7. LIVING: YES / NO

8. DATE OF DEATH

9. CAUSE OF DEATH

10. CURRENT ADDRESS (Give last address, if deceased)

11. DATE OF BIRTH

12. PLACE OF BIRTH (City, State, Country)

13. IF BORN OUTSIDE U.S.-DATE OF ENTRY

14. PLACE OF ENTRY

15. CITIZENSHIP (Country)

16. DATE ACQUIRED

17. WHERE ACQUIRED (City, State, Country)

18. OCCUPATION

19. PRESENT EMPLOYER (Also give former employer, or if spouse is deceased or unemployed, last two employers)

20. EMPLOYER'S OR BUSINESS ADDRESS (No., Street, City, State, Country)

CODED 18 DEC 1957

SECTION III CONTINUED TO PAGE 2

SECRET

SECTION III CONTINUED FROM PAGE 1

21. DATES OF MILITARY SERVICE OF SPOUSE (From and To — BY MONTH AND YEAR)

22. BRANCH OF SERVICE | 23. COUNTRY WITH WHICH MILITARY SERVICE AFFILIATED

24. DETAILS OF OTHER GOVERNMENT SERVICE, U.S. OR FOREIGN

SECTION IV — RELATIVES BY BLOOD, MARRIAGE OR ADOPTION LIVING ABROAD OR WHO ARE NOT U.S. CITIZENS

	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
1	Mme Henry Bit (pronounced Bee)	Mother's aunt	65?
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES: 27, avenue Edith Cavell, Nice, Alpes Maritimes, France		
	5. CITIZENSHIP (Country): France	6. FREQUENCY OF CONTACT: About 3 times a year, by mail	7. DATE OF LAST CONTACT: May 1957
2	M. Felix Breton	Mother's 2d cousin	70?
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES: 13, rue Grenota, Paris XIII^e^, France		
	5. CITIZENSHIP (Country): France	6. FREQUENCY OF CONTACT: Once a year, by mail	7. DATE OF LAST CONTACT: Christmas, 1956
3	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
4	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT

5. SPECIAL REMARKS, IF ANY, CONCERNING THESE RELATIVES

I have met each of the above relatives only once in my life.

SECTION V — FINANCIAL STATUS

1. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY? [XX] YES [ ] NO

2. DO YOU HAVE ANY FINANCIAL INTEREST IN, OR OFFICIAL CONNECTION WITH, NON-U.S. CORPORATIONS OR BUSINESSES OR IN OR WITH U.S. CORPORATIONS OR BUSINESSES HAVING SUBSTANTIAL FOREIGN INTERESTS? [ ] YES [XX] NO IF YOU HAVE ANSWERED "YES," GIVE COMPLETE DETAILS ON A SEPARATE SHEET AND ATTACH IN A SEALED ENVELOPE.

3. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT, PENSION, OR COMPENSATION FOR MILITARY OR NAVAL SERVICE? [ ] YES [XX] NO

4. IF YOU HAVE ANSWERED "YES" TO QUESTION 3 ABOVE, GIVE COMPLETE DETAILS.

5. WITHOUT REFERENCE TO YOUR SALARY, STATE OTHER SOURCES OF RECURRENT INCOME NOT INDICATED BY PRECEDING ITEMS.

Annual dividends on modest investments in stocks, credit union, and cooperative.

SECTION V CONTINUED TO PAGE 3

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SECRET
(When Filled In)

SECTION V CONTINUED FROM PAGE 2

6. BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS

NAME OF INSTITUTION	ADDRESS (City, State, Country)
Clarendon Trust Company,	Arlington 10, Virhinia

7. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY? [ ] YES [X] NO

8. IF YOU HAVE ANSWERED "YES" TO QUESTION 7 ABOVE, GIVE PARTICULARS, INCLUDING COURT AND DATE(S)

SECTION VI — CITIZENSHIP

1. COUNTRY OF CURRENT CITIZENSHIP: USA

2. CITIZENSHIP ACQUIRED BY - CHECK (X) ONE: [X] BIRTH [ ] MARRIAGE [ ] OTHER (Specify):

3. HAVE YOU TAKEN STEPS TO CHANGE YOUR PRESENT CITIZENSHIP? [ ] YES [X] NO

4. GIVE PARTICULARS

5. IF YOU HAVE APPLIED FOR U.S. CITIZENSHIP, INDICATE PRESENT STATUS OF YOUR APPLICATION (First papers, etc.)

SECTION VII — EDUCATION

1. CHECK (X) HIGHEST LEVEL OF EDUCATION ATTAINED

[ ]	LESS THAN HIGH SCHOOL GRADUATE	[ ]	OVER TWO YEARS OF COLLEGE - NO DEGREE
[ ]	HIGH SCHOOL GRADUATE	[ ]	BACHELOR'S DEGREE
[ ]	TRADE, BUSINESS, OR COMMERCIAL SCHOOL GRADUATE	[XX]	GRADUATE STUDY LEADING TO HIGHER DEGREE
[ ]	TWO YEARS COLLEGE OR LESS	[ ] MASTER'S DEGREE	[ ] DOCTOR'S DEGREE

2. COLLEGE OR UNIVERSITY STUDY

NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT: MAJOR	SUBJECT: MINOR	DATES ATTENDED: FROM	DATES ATTENDED: TO	DEGREE REC'D	DATE REC'D	SEM/QTR HRS. COMPLETED (Specify)
Graduate School, Georgetown University	Int'l	Rel'ns	Jun 51	May 52	N o	n e	24 hours

3. TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS

NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED: FROM	DATES ATTENDED: TO	TOTAL HOURS

4. MILITARY TRAINING (Full time duty in specialized schools such as Ordnance, Intelligence, Communications, etc.)

NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED: FROM	DATES ATTENDED: TO	TOTAL WEEKS

5. OTHER EDUCATIONAL TRAINING NOT INDICATED ABOVE

SECRET

14-00000

SECTION X CONTINUED FROM PAGE 4

7. LIST ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR (Do not submit copies unless requested). INDICATE TITLE, PUBLICATION DATE, AND TYPE OF WRITING (Non-fiction; scientific articles, general interest subjects, novels, short stories, etc.)

8. INDICATE ANY DEVICES WHICH YOU HAVE INVENTED AND STATE WHETHER OR NOT THEY ARE PATENTED

9. LIST ANY PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE

Am an experienced intelligence briefer.

10. LIST ANY PROFESSIONAL, ACADEMIC OR HONORARY ASSOCIATIONS OR SOCIETIES IN WHICH YOU ARE NOW OR WERE FORMERLY A MEMBER. LIST ACADEMIC HONORS YOU HAVE RECEIVED.

Member, British Interplanetary Society, London.
Associate member, American Astronautical Association, New York.

SECTION XI ORGANIZATION WORK EXPERIENCE - SINCE LAST COMPLETION OF A PERSONNEL QUALIFICATIONS QUESTIONNAIRE

1

1. INCLUSIVE DATES (From- and To-): Nov 1949 - Oct 1951
2. GRADE: 7 - 11
3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT: OPC/FE/3 - Desk intelligence officer
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION: One to three
5. OFFICIAL POSITION TITLE: Soviet desk officer
6. DESCRIPTION OF DUTIES: Prepared, conjointly with OSO/FDS/FE, operational plans against Soviet Far Eastern targets.

2

1. INCLUSIVE DATES (From- and To-): Oct 1951 - Dec 1953
2. GRADE: 12- 13
3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT: DDP/SR/5; deputy chief, then chief
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION: up to 23
5. OFFICIAL POSITION TITLE: Branch deputy chief, then Branch chief
6. DESCRIPTION OF DUTIES: Supervised and directed SR plans and projects targeted against Soviet Far East.

3

1. INCLUSIVE DATES (From- and To-): Jan 1954 - Dec 1954
2. GRADE: 13
3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT: DDP/SR/COPS/DR - Chief
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION: 18
5. OFFICIAL POSITION TITLE: Chief of special defector reception project
6. DESCRIPTION OF DUTIES: Direct and supervise the reception, debriefing, intelligence exploitation, resettlement and legalization of two high level Soviet intelligence officers granted political asylum in the USA.

4

1. INCLUSIVE DATES (From- and To-): Feb 1955 - Mar 1956
2. GRADE: 14
3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT: DDP/SR - NA/SR Base, Tokyo - Chief
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION: 22
5. OFFICIAL POSITION TITLE: Chief of Base
6. DESCRIPTION OF DUTIES: Direct and supervise field plans and projects based in Japan and Okinawa, targeted against Soviet Far Eastern targets.

5

1. INCLUSIVE DATES (From- and To-): Mar 1956 - Jun 1957
2. GRADE: 14
3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT: DDP/SR - Tokyo Station Soviet Branch Deputy Chief
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION: 28
5. OFFICIAL POSITION TITLE: Deputy chief of branch
6. DESCRIPTION OF DUTIES: Assist Branch Chief in development and management of all Japan and Okinawa-based operations against USSR and Soviet Embassy, Tokyo.

(Use additional pages if required)

SECRET
(When Filled In)

SECTION XII — CHILDREN AND OTHER DEPENDENTS

1. NUMBER OF CHILDREN (*Including stepchildren and adopted children*) WHO ARE UNMARRIED, UNDER 21 YEARS OF AGE, AND ARE NOT SELF-SUPPORTING.	2	2. NUMBER OF OTHER DEPENDENTS (*Including spouse, parents, stepparents, sister, etc.*) WHO DEPEND ON YOU FOR AT LEAST 50% OF THEIR SUPPORT, OR, CHILDREN OVER 21 YEARS OF AGE WHO ARE NOT SELF-SUPPORTING.	3

3. PROVIDE THE FOLLOWING INFORMATION FOR ALL CHILDREN AND DEPENDENTS

NAME	RELATIONSHIP	YEAR OF BIRTH	SEX M	SEX F	CITIZENSHIP	ADDRESS
Harriette D. Richardson	Wife	1928		X	USA	Same as mine
Pamela A. Richardson	Daughter	1950		X	"	"
Michelle D. Richardson	"	1953		X	"	"

ADDITIONAL COMMENT AND/OR CONTINUATION OF PRECEDING ITEMS

DATE COMPLETED	SIGNATURE OF EMPLOYEE
7 August 1956	[signature]

SECRET

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PERSONAL HISTORY STATEMENT

37833

Instructions:
1. Answer all questions completely. If question does not apply write "not applicable." Write "unknown" only if you do not know the answer and cannot obtain the answer from personal records. Use the blank pages at the end of this form for extra details on any question or questions for which you do not have sufficient room.
2. Type, print or write carefully; illegible or incomplete forms will not receive consideration.

HAVE YOU READ AND DO YOU UNDERSTAND THE INSTRUCTIONS? YES (Yes or No)

SEC. 1. PERSONAL BACKGROUND

A. FULL NAME (Use No Initials) ~~Miss~~ Mr. Mrs. JACQUES GABRIEL RICHARDSON (First, Middle, Last)
Telephone: Office: NOT Ext. APPLICABLE Home: HO-7983

PRESENT ADDRESS 2908 ST. PAUL ST - BALTIMORE, MD, USA (St. & No., City, State, Country)

PERMANENT ADDRESS 2908 ST. PAUL ST - BALTIMORE, MD, USA (St. & No., City, State, Country)

B. NICKNAME JACK WHAT OTHER NAMES HAVE YOU USED? NONE

UNDER WHAT CIRCUMSTANCES HAVE YOU EVER USED THESE NAMES? NOT APPLICABLE

HOW LONG? IF A LEGAL CHANGE, GIVE PARTICULARS

(Where? By Whose Authority)

C. DATE OF BIRTH 20 JAN 1924 PLACE OF BIRTH BALTIMORE, MD, USA (City, State, Country)

D. PRESENT CITIZENSHIP USA (Country) BY BIRTH? YES BY MARRIAGE?

BY NATURALIZATION CERTIFICATE # NOT APPLICABLE ISSUED (Date) BY (Court)

AT (City, State, Country)

HAVE YOU HAD A PREVIOUS NATIONALITY? NO (Yes or No) (Country)

HELD BETWEEN WHAT DATES? TO ANY OTHER NATIONALITY? (Country)

GIVE PARTICULARS NOT APPLICABLE

HAVE YOU TAKEN STEPS TO CHANGE PRESENT CITIZENSHIP? NO GIVE PARTICULARS

FORM NO. 30-1
APR 1949

E. IF BORN OUTSIDE U.S. WHEN DID YOU FIRST ARRIVE IN THIS COUNTRY? N/A

PORT OF ENTRY? ________ ON PASSPORT OF WHAT COUNTRY? ________

LAST U.S. VISA ________
Number Type Place of Issue Date of Issue

SEC. 2. PHYSICAL DESCRIPTION

AGE 24 SEX MALE HEIGHT 5'9½" WEIGHT 140

EYES BROWN HAIR BROWN COMPLEXION DARK SCARS FOREHEAD

BUILD SLENDER OTHER DISTINGUISHING FEATURES NONE

SEC. 3. MARITAL STATUS

A. SINGLE YES MARRIED ________ DIVORCED ________ WIDOWED ________

STATE DATE, PLACE, AND REASON FOR SEPARATION, DIVORCE OR ANNULMENT ________

B. WIFE OR HUSBAND (IF YOU HAVE BEEN MARRIED MORE THAN ONCE — INCLUDE ANNULMENTS — USE A SEPARATE SHEET FOR FORMER WIFE OR HUSBAND GIVING DATA REQUIRED BELOW FOR ALL PREVIOUS MARRIAGES.)

NAME OF SPOUSE NOT APPLICABLE
First Middle Maiden Last

PLACE AND DATE OF MARRIAGE ________

HIS (OR HER) ADDRESS BEFORE MARRIAGE ________
St. & No. City State Country

LIVING OR DECEASED ________ DATE OF DECEASE ________ CAUSE ________

PRESENT, OR LAST, ADDRESS ________
St. & No. City State Country

DATE OF BIRTH ________ PLACE OF BIRTH ________
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY ________

CITIZENSHIP ________ WHEN ACQUIRED? ________ WHERE? ________
City State Country

OCCUPATION ________ LAST EMPLOYER ________

EMPLOYER'S OR BUSINESS ADDRESS ________
St. & No. City State Country

MILITARY SERVICE FROM ________ TO ________ BRANCH OF SERVICE ________
Date Date

COUNTRY ________ DETAILS OF OTHER GOV'T. SERVICE, U.S. OR FOREIGN

____

SEC. 4. CHILDREN OR DEPENDENTS (Include partial dependents)

1. NAME NOT APPLICABLE RELATIONSHIP ______ AGE ______

CITIZENSHIP ______ ADDRESS ______ (St. & No. / City / State / Country)

2. NAME ______ RELATIONSHIP ______ AGE ______

CITIZENSHIP ______ ADDRESS ______ (St. & No. / City / State / Country)

3. NAME ______ RELATIONSHIP ______ AGE ______

CITIZENSHIP ______ ADDRESS ______ (St. & No. / City / State / Country)

SEC. 5. FATHER (Give the same information for stepfather and/or guardian on a separate sheet)

FULL NAME JOHN (First) BENJAMIN (Middle) RICHARDSON (Last)

LIVING OR DECEASED LIVING DATE OF DECEASE ______ CAUSE ______

PRESENT, OR, LAST, ADDRESS 2906 ST. PAUL ST. (St. & No.), BALTIMORE-18 (City) - MD (State) - USA (Country)

DATE OF BIRTH 21 NOV 1893 PLACE OF BIRTH CENTREVILLE (City), MARYLAND (State), USA (Country)

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY N/A

CITIZENSHIP USA WHEN ACQUIRED? BIRTH WHERE? ______ (City / State / Country)

OCCUPATION AUTO DEALER LAST EMPLOYER EAST END AUTO CO- BALTIMORE

EMPLOYER'S OR OWN BUSINESS ADDRESS 6505 PULASKI HWY (St. & No.), BALTIMORE (City), MD (State), USA (Country)

MILITARY SERVICE FROM 1915 (Date) TO 1919 (Date) BRANCH OF SERVICE ARMY AVIATION

COUNTRY USA, GT. BRITAIN DETAILS OF OTHER GOV'T SERVICE, U.S. OR FOREIGN.

NONE

SEC. 6. MOTHER (Give the same information for stepmother on a separate sheet)

FULL NAME ADRIENNE (First) MARGUERITE (Middle) BIT (Last) RICHARDSON

LIVING OR DECEASED DECEASED DATE OF DECEASE 5 DEC 1947 CAUSE CANCER

PRESENT, OR LAST, ADDRESS 3103 MILFORD AV (St. & No.), BALTIMORE (City), MD (State), USA (Country)

DATE OF BIRTH 14 AUG 1900 PLACE OF BIRTH ROMANS, DRÔME, FRANCE

CITIZENSHIP USA WHEN ACQUIRED? 1921 (?) WHERE? BALTO (City), MD (State), USA (Country)

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY NOV. 1919 - NEW YORK

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OCCUPATION MILLINERY BUYER LAST EMPLOYER EMPORIUM WORLD MILL'Y CO.

EMPLOYER'S OR OWN BUSINESS ADDRESS UNKNOWN, CHICAGO, ILL, USA
St. & No. City State Country

MILITARY SERVICE FROM NONE TO ________ BRANCH OF SERVICE ________

COUNTRY ________ DETAILS OF OTHER GOV'T SERVICE, U.S. OR FOREIGN.

NONE

SEC. 7. BROTHERS AND SISTERS (Including half-, step-, and adopted brothers and sisters)

DL 73452

1. FULL NAME HENRI ADRIEN RICHARDSON AGE 23
First Middle Last

PRESENT ADDRESS 5724 SIMMONS AV, BALTIMORE, MD, USA - USA
St. & No. City State Country Citizenship

2. FULL NAME ________ AGE ________
First Middle Last

PRESENT ADDRESS ________
St. & No. City State Country Citizenship

3. FULL NAME ________ AGE ________
First Middle Last

PRESENT ADDRESS ________
St. & No. City State Country Citizenship

4. FULL NAME ________ AGE ________
First Middle Last

PRESENT ADDRESS ________
St. & No. City State Country Citizenship

5. FULL NAME ________ AGE ________
First Middle Last

PRESENT ADDRESS ________
St. & No. City State Country Citizenship

SEC. 8. FATHER-IN-LAW

FULL NAME NOT APPLICABLE
First Middle Last

LIVING OR DECEASED ________ DATE OF DECEASE ________ CAUSE ________

PRESENT, OR LAST, ADDRESS ________
St. & No. City State Country

DATE OF BIRTH ________ PLACE OF BIRTH ________

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY ________

CITIZENSHIP ________ WHEN ACQUIRED? ________ WHERE? ________
City State Country

OCCUPATION ________ LAST EMPLOYER ________

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SEC. 9. MOTHER-IN-LAW

FULL NAME NOT APPLICABLE
First Middle Last

LIVING OR DECEASED ________ DATE OF DECEASE ________ CAUSE ________

PRESENT, OR LAST, ADDRESS ________
St. & No. City State Country

DATE OF BIRTH ________ PLACE OF BIRTH ________

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY ________

CITIZENSHIP ________ WHEN ACQUIRED? ________ WHERE? ________
City State Country

OCCUPATION ________ LAST EMPLOYER ________

SEC. 10. RELATIVES BY BLOOD, MARRIAGE OR ADOPTION, WHO EITHER LIVE ABROAD OR WHO ARE NOT CITIZENS OF THE UNITED STATES:

1. NAME HENRY BIT RELATIONSHIP GREAT-UNCLE AGE 65(?)

CITIZENSHIP FRENCH ADDRESS 27 RUE EDITH CAVELL, NICE, FRANCE
St. & No. City State Country

2. NAME CHARLES GRANDGERARD RELATIONSHIP SECOND COUSIN AGE 55(?)

CITIZENSHIP USA ADDRESS % OTIS ELEVATORS, BUENOS AIRES ARGENTINA
St. & No. City State Country

3. NAME ________ RELATIONSHIP ________ AGE ________

CITIZENSHIP ________ ADDRESS ________
St. & No. City State Country

SEC. 11 RELATIVES BY BLOOD OR MARRIAGE IN THE MILITARY OR CIVIL SERVICE OF THE U.S. OR OF A FOREIGN GOVERNMENT.

1. NAME CMDR. ROBT LEE CLARK RELATIONSHIP COUSIN AGE 30

CITIZENSHIP USA ADDRESS N.O.B., NORFOLK, VIRGINIA
St. & No. City State

TYPE AND LOCATION OF SERVICE (IF KNOWN) ________

2. NAME ________ RELATIONSHIP ________ AGE ________

CITIZENSHIP ________ ADDRESS ________
St. & No. City State

TYPE AND LOCATION OF SERVICE (IF KNOWN) ________

3. NAME ________ RELATIONSHIP ________ AGE ________

CITIZENSHIP ________ ADDRESS ________
St. & No. City State

TYPE AND LOCATION OF SERVICE (IF KNOWN) ________

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SEC. 12. EDUCATION DS #63

ELEMENTARY SCHOOL McDONOGH SCH ADDRESS PIKESVILLE, MD, USA (City / State / Country)

DATES ATTENDED 1930-34-37 GRADUATE? YES

HIGH SCHOOL LOYOLA HIGH, MONTREAL H, ADDRESS MONTREAL, QUE, CANADA (City / State / Country)

DATES ATTENDED 1937-1940 GRADUATE? YES

COLLEGE SIR GEO WILLIAMS COLL. ADDRESS MONTREAL, QUE, CANADA (City / State / Country)

DATES ATTENDED 1940-1942 DEGREE NONE

COLLEGE U OF MICHIGAN ADDRESS ANN ARBOR, MICH, USA (City / State / Country)

DATES ATTENDED 1945 (see P13) DEGREE B.A.

SEC. 13. MILITARY, NAVAL OR OTHER GOV'T SERVICE — U.S. OR FOREIGN

USA (Country) ARMY (Service) 1/LT (Rank) FEB 1943-OCT 1945 (Dates of Service)

GHQ FEC-TOKYO, JAPAN (Last Station) 0-937200 (Serial No.) HONORABLE (Type of Discharge)

REMARKS: WHILE ENLISTED, SERIAL WAS 31316266

SELECTIVE SERVICE BOARD NUMBER 5-A ADDRESS HARTFORD, CONN.

IF DEFERRED GIVE REASON

SEC. 14. CHRONOLOGICAL HISTORY OF EMPLOYMENT FOR PAST 15 YEARS. ACCOUNT FOR ALL PERIODS. INCLUDE CASUAL EMPLOYMENT. INCLUDE ALSO PERIODS OF UNEMPLOYMENT. GIVE ADDRESSES AND STATE WHAT YOU DID DURING PERIODS OF UNEMPLOYMENT. LIST LAST POSITION FIRST.

FROM 15 AUG 45 TO 30 SEP 48

EMPLOYING FIRM OR AGENCY DEPT / ARMY

ADDRESS CCD-GHQ-FEC APO 500 POSTMASTER SAN FRANCISCO, USA (St. & No. / City / State / Country)

KIND OF BUSINESS CIVIL CENSORSHIP NAME OF SUPERVISOR (LT) KURT SPAULDING

(MILITARY) TITLE OF JOB LIAISON OFFICER SALARY $ 251 PER MONTH

YOUR DUTIES INTELLIGENCE ANALYST; REPORTS COORDINATOR & WRITER

REASONS FOR LEAVING RETURN TO USA FOR SEPARATION FROM ARMY

FROM 1 APR 45 TO 15 AUG 45

EMPLOYING FIRM OR AGENCY DEPT / ARMY

14-00000

ADDRESS CCD· GHQ· FEC APO 500 POSTMASTER SAN FRANCISCO USA
St. & No. City State Country

(MILITARY) KIND OF BUSINESS CIVIL CENSORSHIP NAME OF SUPERVISOR VINCENT MERCOLA

TITLE OF JOB DEPUTY CHIEF, NEWS AGENCY SALARY $ 251 PER MONTH

YOUR DUTIES Asst chief of principal Allied press censorship bureau in Japan.

REASONS FOR LEAVING CENSORSHIP SECTION ELIMINATED

FROM 1 NOV 46 TO 31 MAR 49

EMPLOYING FIRM OR AGENCY DEPT / ARMY

ADDRESS CCD· GHQ·FEC APO 309 - POSTMASTER-SAN FRANCISCO USA
St. & No. City State Country

(MILITARY) KIND OF BUSINESS CIVIL CENSORSHIP NAME OF SUPERVISOR ROBT. SPAULDING

TITLE OF JOB CHIEF, CENSORSHIP SUB-STA SALARY $ 221 PER MONTH

YOUR DUTIES Operated field censorship surveillance detachment

REASONS FOR LEAVING TRANSFERRED TO HQ IN TOKYO

FROM 15 MAR 46 TO 15 AUG 46

EMPLOYING FIRM OR AGENCY DEPT / ARMY

ADDRESS ARMY LANGUAGE SCHOOL (FT. SNELLING, MINN, USA) PRESIDIO OF MONTEREY, CAL, USA
St. & No. City State County

(MILITARY) KIND OF BUSINESS CIVIL AFFAIRS TNG NAME OF SUPERVISOR YUTAKA MUNAKATA

TITLE OF JOB RESEARCH EDITOR SALARY $ ARMY PER SGT.

YOUR DUTIES REVISED ARMY MANUALS, PREPARED CIVIL AFFAIRS COURSES.

REASONS FOR LEAVING COMMISSIONED; TRANSFERRED TO JAPAN

FROM NOV 1941 TO JUL 1942

EMPLOYING FIRM OR AGENCY T. EATON CO, LTD,

ADDRESS ST. CATHERINE ST, MONTREAL, QUE, CANADA
St. & No. City State Country

KIND OF BUSINESS DEPT. STORE NAME OF SUPERVISOR E.T. CRAYDON

TITLE OF JOB PHOTOGRAPHIC SALESMAN SALARY $ 30 PER WEEK

YOUR DUTIES SOLD CAMERAS AND PHOTO SUPPLIES

REASONS FOR LEAVING WAS PART-TIME JOB ACCEPTED WHILE IN COLLEGE

8

SEC. 15. HAVE YOU EVER BEEN DISCHARGED OR ASKED TO RESIGN FROM ANY POSITION? HAVE YOU LEFT A POSITION UNDER CIRCUMSTANCES WHICH YOU DESIRE TO EXPLAIN? GIVE DETAILS:

NOT APPLICABLE

SEC. 16. GIVE FIVE CHARACTER REFERENCES — IN THE U.S. — WHO KNOW YOU INTIMATELY — (GIVE RESIDENCE AND BUSINESS ADDRESSES WHERE POSSIBLE.)

	Name		Street and Number	City	State
1.	CAPT. GORDON WALLACE	BUS. ADD.	AIS-PRESIDIO	MONTEREY	CAL.
		RES. ADD.	2160 COOLEY	PALO ALTO	CAL.
2.	MR. GEORGE MOORE	BUS. ADD.	U/CALIFORNIA	BERKELEY	CAL.
		RES. ADD.	571 NORTH	OAKLAND	CAL.
3.	MR. JOHN CHEATHAM	BUS. ADD.	117 E. PATRICK	FREDERICK,	MD.
		RES. ADD.	101 E. CHURCH	FREDERICK,	MD.
4.	MR. T. G. DRISCOLL	BUS. ADD.	1131 K ST. NW	WASH.	DC.
		RES. ADD.	705 S. ROYAL	ALEXANDRIA	VA.
5.	MR. R. H. KUNZMAN	BUS. ADD.	UP BUREAU	DES MOINES	IOWA
		RES. ADD.		UNK	

SEC. 17. NAMES OF FIVE PERSONS WHO KNOW YOU SOCIALLY IN THE UNITED STATES — NOT REFERENCES, SUPERVISORS OR EMPLOYERS — (Give residence and business addresses where possible.)

	Name		Street and Number	City	State
1.	MR. GEORGE FINNEY	BUS. ADD.	DEPT/AF	WASHINGTON	DC.
		RES. ADD.	2310 VALLEY DR.	ALEXANDRIA	VA.
2.	DR. MORRIS CRANE	BUS. ADD.	BALTIMORE AV	PHILADELPHIA	PA.
		RES. ADD.			
3.	MR. BRADFORD COOLIDGE	BUS. ADD.	DEPT/STATE	WASHINGTON	DC
		RES. ADD.			
4.	MISS FLORENCE [illegible]	BUS. ADD.		NONE	
		RES. ADD.	71 ARNOLDALE	WETHERSFIELD,	CONN.
5.	MR. ANTHONY GAS[illegible]	BUS. ADD.		UNK	
		RES. ADD.	303 E. 27th	BALTIMORE,	MD.

SEC. 18. GIVE THREE NEIGHBORS AT YOUR LAST NORMAL RESIDENCE IN THE U.S. — (Give residence and business addresses where possible.)

	Name		Street and Number	City	State
1.	MR. FRANK DUCHARME	BUS. ADD.	TRAVELERS INS.	HARTFORD,	CONN.
		RES. ADD.	26 LILLEY	W. HARTFORD,	CONN.
2.	MR. JAMES KNOX	BUS. ADD.	G. FOX CO.	HARTFORD,	CONN.
		RES. ADD.		UNK	
3.	MRS. LOUIS FRANKLIN	BUS. ADD.	ALBERT STEIGER	HARTFORD,	CONN.
		RES. ADD.		UNK	

SEC. 19. FINANCIAL BACKGROUND

A. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY? YES IF NOT, STATE SOURCES OF OTHER INCOME

B. NAMES AND ADDRESSES OF BANKS WITH WHICH YOU HAVE ACCOUNTS BALTIMORE NATIONAL BANK, HIGHLANDTOWN BRANCH, BALTIMORE, MD.

C. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY? NO GIVE PARTICULARS, INCLUDING COURT:

D. GIVE THREE CREDIT REFERENCES — IN THE U.S.

1. NAME LEE'S INC ADDRESS 3421 EASTERN AV, BALTIMORE, MD.
2. NAME MONTGOMERY WARD ADDRESS 2411 AV. OAKLAND 16, CAL.
3. NAME ADDRESS

(St. & No. / City / State)

SEC. 20. RESIDENCES FOR THE PAST 15 YEARS

From	To	St. No. / City / State / Country
1933	1937	3110 PRESSTMAN ST BALTIMORE - MD - USA
1937	1939	4561 HARVARD AV - MONTREAL - QUE - CANADA
1939	1942	1461 MOUNTAIN ST - MONTREAL - QUE - CANADA
1942	1942	26 LILLEY RD - W. HARTFORD - CONN - USA
1942	1948	MILITARY SERVICE
1948	PRESENT	2905 ST. PAUL ST - BALTIMORE, MD, USA

SEC. 21. RESIDENCE OR TRAVEL OUTSIDE OF THE UNITED STATES

	From	To	City or Section	Country	Purpose
A.	JUN 1937	SEP 1937	PARIS	FRANCE	VISIT
	JUL 1934	JUL 1934	NIAGARA PENINSULA	CANADA	VISIT
	SEP 1937	JUL 1942	MONTREAL	CANADA	RESIDENCE

FROM OCT 1944 TO JAN 1945 NORTHERN (City or Section) EUROPE (Country) WAR SERVICE (Purpose)

FROM SEP 46 TO OCT 48 TOKYO, SENDAI (City or Section) JAPAN (Country) MIL OCCUPATION (Purpose)

FROM ______ TO ______ ______ (City or Section) ______ (Country) ______ (Purpose)

B. LAST U.S. PASSPORT—NUMBER, DATE, AND PLACE OF ISSUE: UNKNOWN

HOW MANY OTHER U.S. PASSPORTS HAVE YOU HAD? NONE GIVE APPROXIMATE

DATES: ______

PASSPORTS OF OTHER NATIONS: ______

SEC. 22. CLUBS, SOCIETIES AND OTHER ORGANIZATIONS

LIST NAMES AND ADDRESSES OF ALL CLUBS, SOCIETIES, PROFESSIONAL SOCIETIES, EMPLOYEE GROUPS, ORGANIZATIONS OF ANY KIND (INCLUDE MEMBERSHIP IN, OR SUPPORT OF, ANY ORGANIZATION HAVING HEADQUARTERS OR BRANCH IN A FOREIGN COUNTRY) TO WHICH YOU BELONG OR HAVE BELONGED:

✓ 1. AMERICAN VETERANS COMMITTEE (MEMBER AT LARGE) (Name and Chapter / St. & No. / City / State / Country)
DATES OF MEMBERSHIP: NOV 1945 - JAN 1948

2. RESERVE OFFICERS ASS'N (Name and Chapter) (St. & No.) WASHINGTON (City) DC (State) USA (Country)
DATES OF MEMBERSHIP: OCT 1948 - PRESENT

3. ______ (Name and Chapter) (St. & No.) (City) (State) (Country)
DATES OF MEMBERSHIP: ______

4. ______ (Name and Chapter) (St. & No.) (City) (State) (Country)
DATES OF MEMBERSHIP: ______

5. ______ (Name and Chapter) (St. & No.) (City) (State) (Country)
DATES OF MEMBERSHIP: ______

6. ______ (Name and Chapter) (St. & No.) (City) (State) (Country)
DATES OF MEMBERSHIP: ______

7. ______ (Name and Chapter) (St. & No.) (City) (State) (Country)
DATES OF MEMBERSHIP: ______

SEC. 23. GENERAL QUALIFICATIONS

A. FOREIGN LANGUAGES (STATE DEGREE OR PROFICIENCY AS "SLIGHT" "FAIR" OR "FLUENT")

LANGUAGE JAPANESE SPEAK FLUENT READ FAIR WRITE FAIR

LANGUAGE FRENCH SPEAK FLUENT READ FLUENT WRITE FLUENT

LANGUAGE ______ SPEAK ______ READ ______ WRITE ______

B. LIST ALL SPORTS AND HOBBIES WHICH INTEREST YOU: INDICATE DEGREE OF PROFICIENCY IN EACH:

SWIMMING, SKIING, HORSEMANSHIP, FOOTBALL - GOOD.
BASEBALL, ICE HOCKEY, LACROSSE, VOLLEYBALL, BADMINTON - FAIR.
PHOTOGRAPHIC PROCESSES - STRONG AMATEUR INTEREST.

C. HAVE YOU ANY QUALIFICATIONS, AS A RESULT OF TRAINING OR EXPERIENCE, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION?

HAVE AN ABILITY TO WRITE, EITHER REPORTORIAL OR EDITORIAL, WHICH MIGHT BE SUITABLE FOR RESEARCH OR SPECIAL REPORTS WRITING.

D. LIST BELOW THE NAMES OF GOVERNMENT DEPARTMENTS, AGENCIES OR OFFICES TO WHICH YOU HAVE APPLIED FOR EMPLOYMENT SINCE 1939:

NONE OTHER THAN DEPT OF ARMY FOR COMMISSION AS OFFICER.

E. IF, TO YOUR KNOWLEDGE, ANY OF THE ABOVE HAS CONDUCTED AN INVESTIGATION OF YOU, INDICATE BELOW THE NAMES OF THAT AGENCY AND THE APPROXIMATE DATE OF THE INVESTIGATION:

MILITARY INTELLIGENCE DIV, WAR DEPT, + FBI CONDUCTED LOYALTY CHECK SOMETIME BETWEEN FEB 1947 AND JUN 1947.

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SEC. 24. MISCELLANEOUS

A. DO YOU ADVOCATE OR HAVE YOU EVER ADVOCATED, OR ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OR, OR HAVE YOU SUPPORTED ANY POLITICAL PARTY OR ORGANIZATION WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOVERNMENT IN THE UNITED STATES? NO

IF "YES", EXPLAIN: ____________________

B. DO YOU USE, OR HAVE YOU USED, INTOXICANTS? YES IF SO, TO WHAT EXTENT? OCCASIONAL WINES AND LIQUOR

C. HAVE YOU EVER BEEN ARRESTED, INDICTED OR CONVICTED FOR ANY VIOLATION OF LAW OTHER THAN A MINOR TRAFFIC VIOLATION? IF SO, STATE NAME OF COURT, CITY, STATE, COUNTRY, NATURE OF OFFENSE AND DISPOSITION OF CASE: NO

D. HAVE YOU EVER BEEN COURT-MARTIALED WHILE A MEMBER OF THE ARMED FORCES? IF ANSWER IS "YES," GIVE DETAILS BELOW:

NO

SEC. 25. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:

NAME JOHN B. RICHARDSON RELATIONSHIP FATHER

ADDRESS 2908 ST. PAUL ST. (St. & No.) BALTIMORE (City) MD (State) USA (Country)

SEC. 26. YOU ARE INFORMED THAT THE CORRECTNESS OF ALL STATEMENTS MADE HEREIN WILL BE INVESTIGATED.

ARE THERE ANY UNFAVORABLE INCIDENTS IN YOUR LIFE NOT MENTIONED ABOVE WHICH MAY BE DISCOVERED IN SUBSEQUENT INVESTIGATION, WHETHER YOU WERE DIRECTLY INVOLVED OR NOT, WHICH MIGHT REQUIRE EXPLANATION? IF SO, DESCRIBE. IF NOT, ANSWER "NO."

NO

14-00000

SEC. 27. I CERTIFY THAT THE FOREGOING ANSWERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND I AGREE THAT ANY MISSTATEMENT OR OMISSION AS TO A MATERIAL FACT WILL CONSTITUTE GROUNDS FOR IMMEDIATE DISMISSAL OR REJECTION OF MY APPLICATION.

SIGNED AT ALEXANDRIA, VIRGINIA (City and State) DATE 25 NOV 1948

Henriette C. Driscoll (Witness) Jacques G. Richardson (Signature of Applicant)

USE THE FOLLOWING PAGES FOR EXTRA DETAILS. NUMBER ACCORDING TO THE NUMBER OF THE QUESTION TO WHICH THEY RELATE. SIGN YOUR NAME AT THE END OF THE ADDED MATERIAL. IF ADDITIONAL SPACE IS REQUIRED USE EXTRA PAGES THE SAME SIZE AS THESE AND SIGN EACH SUCH PAGE.

14. - I HAVE NEVER HELD A FULL-TIME CIVILIAN JOB, SINCE I ENTERED THE ARMY DIRECTLY FROM COLLEGE.

19. - I HAVE NEVER BOUGHT ANYTHING ON CREDIT. THEREFORE, I HAVE LISTED THREE CONCERNS WITH WHICH I HAVE TRANSACTED NORMAL BUSINESS.

12. - I ACQUIRED SUFFICIENT CREDITS FROM THE ARMY JAPANESE SCHOOL AT THE U OF MICHIGAN TO RECEIVE A B.A. DEGREE, IN ABSENTIA, WHILE STILL ON ACTIVE SERVICE.

FROM SEP 1942 TO DEC 1942 I COMPLETED ONE SEMESTER AT TRINITY COLLEGE, HARTFORD, CONN.

Jacques G. Richardson

14-00000

Note: information contained herein is supplemental.

PERSONAL HISTORY STATEMENT

Instructions: 1. Answer all questions completely. If question does not apply write "not applicable." Write "unknown" only if you do not know the answer and cannot obtain the answer from personal records. Use the blank pages at the end of this form for extra details on any question or questions for which you do not have sufficient room.

2. Type, print or write carefully; illegible or incomplete forms will not receive consideration.

HAVE YOU READ AND DO YOU UNDERSTAND THE INSTRUCTIONS? ________ Yes or No

SEC. 1. PERSONAL BACKGROUND

Telephone: Office: VE-4810 Ext. 13 Home: ________

A. FULL NAME (Use No Initials) ~~Miss~~ Mr. ~~Mrs.~~ JACQUES (First) GABRIEL (Middle) RICHARDSON (Last)

PRESENT ADDRESS ________ St. & No. City State Country

PERMANENT ADDRESS ________ St. & No. City State Country

B. NICKNAME ________ WHAT OTHER NAMES HAVE YOU USED? ________

________ UNDER WHAT CIRCUMSTANCES HAVE YOU EVER USED THESE NAMES? ________

HOW LONG? ________ IF A LEGAL CHANGE, GIVE PARTICULARS ________

________ Where? By What Authority

C. DATE OF BIRTH ________ PLACE OF BIRTH ________ City State Country

D. PRESENT CITIZENSHIP ________ Country BY BIRTH? ________ BY MARRIAGE? ________

BY NATURALIZATION CERTIFICATE # ________ ISSUED ________ Date BY ________ Court

AT ________ City State Country

HAVE YOU HAD A PREVIOUS NATIONALITY? ________ Yes or No Country

HELD BETWEEN WHAT DATES? ________ TO ________ ANY OTHER NATIONALITY? ________ Country

GIVE PARTICULARS ________

____

HAVE YOU TAKEN STEPS TO CHANGE PRESENT CITIZENSHIP? ________ GIVE PARTICULARS:

____

FORM NO. 38-1
SEP 1948

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E. IF BORN OUTSIDE U.S. WHEN DID YOU FIRST ARRIVE IN THIS COUNTRY? ____________

PORT OF ENTRY? ________ ON PASSPORT OF WHAT COUNTRY? ________

LAST U.S. VISA ________ Number ________ Type ________ Place of Issue ________ Date of Issue

SEC. 2. PHYSICAL DESCRIPTION

AGE ________ SEX ________ HEIGHT ________ WEIGHT ________

EYES ________ HAIR ________ COMPLEXION ________ SCARS ________

BUILD ________ OTHER DISTINGUISHING FEATURES ________

X SEC. 3. MARITAL STATUS

A. SINGLE ________ MARRIED ✓ DIVORCED ________ WIDOWED ________

STATE DATE, PLACE, AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS ________

B. WIFE OR HUSBAND (IF YOU HAVE BEEN MARRIED MORE THAN ONCE — INCLUDE ANNULMENTS — USE A SEPARATE SHEET FOR FORMER WIFE OR HUSBAND GIVING DATA REQUIRED BELOW FOR ALL PREVIOUS MARRIAGES.)

NAME OF SPOUSE HARRIETTE McCLURE DRISCOLL RICHARDSON
First Middle Maiden Last

PLACE AND DATE OF MARRIAGE ALEXANDRIA, VA; 25 JUN 1949

~~HIS (OR~~ HER) ADDRESS BEFORE MARRIAGE 705 S. ROYAL ST., ALEXANDRIA VA.
St. & No. City State Country

LIVING OR DECEASED LIVING DATE OF DECEASE — CAUSE —

PRESENT, OR LAST, ADDRESS 1619 DOOLITTLE RD., ESSEX, MD.
St. & No. City State Country

DATE OF BIRTH 19 JUN 28 PLACE OF BIRTH MINNEAPOLIS, MINN.
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY —

CITIZENSHIP U.S. WHEN ACQUIRED? — WHERE? —
City State Country

OCCUPATION HOUSEWIFE LAST EMPLOYER —

EMPLOYER'S OR BUSINESS ADDRESS —
St. & No. City State Country

MILITARY SERVICE FROM — TO — BRANCH OF SERVICE —
Date Date

COUNTRY — DETAILS OF OTHER GOV'T. SERVICE, U.S. OR FOREIGN ________

OCCUPATION ______ LAST EMPLOYER ______

EMPLOYER'S OR OWN BUSINESS ADDRESS ______
St. & No. City State Country

MILITARY SERVICE FROM ______ TO ______ BRANCH OF SERVICE ______

COUNTRY ______ DETAILS OF OTHER GOV'T SERVICE, U.S. OR FOREIGN.

______

SEC. 7. BROTHERS AND SISTERS (Including half-, step-, and adopted brothers and sisters)

1. FULL NAME ______ First Middle Last AGE ______
   PRESENT ADDRESS ______ St. & No. City State Country Citizenship
2. FULL NAME ______ First Middle Last AGE ______
   PRESENT ADDRESS ______ St. & No. City State Country Citizenship
3. FULL NAME ______ First Middle Last AGE ______
   PRESENT ADDRESS ______ St. & No. City State Country Citizenship
4. FULL NAME ______ First Middle Last AGE ______
   PRESENT ADDRESS ______ St. & No. City State Country Citizenship
5. FULL NAME ______ First Middle Last AGE ______
   PRESENT ADDRESS ______ St. & No. City State Country Citizenship

× SEC. 8. FATHER-IN-LAW

FULL NAME THEODORE (First) GOTZIAN (Middle) DRISCOLL (Last)

LIVING OR DECEASED LIVING DATE OF DECEASE — CAUSE —

PRESENT, OR LAST, ADDRESS 705 S. ROYAL ST, ALEXANDRIA, VA.
St. & No. City State Country

DATE OF BIRTH 14 OCT 92 PLACE OF BIRTH ST. PAUL, MINN.

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY —

______

CITIZENSHIP US WHEN ACQUIRED? — WHERE? —
City State Country

OCCUPATION PUBLIC ADMINISTRATOR LAST EMPLOYER COUNCIL OF STATE GOVTS., 1737 "K" ST, NW, WASH DC.

X SEC. 9. MOTHER-IN-LAW

FULL NAME HARRIETTE (First) BELL (Middle) CASWELL DRISCOLL (Last)

LIVING OR DECEASED LIVING DATE OF DECEASE — CAUSE —

PRESENT, OR LAST, ADDRESS 705 S. ROYAL ST, ALEXANDRIA, VA (St. & No. / City / State / Country)

DATE OF BIRTH 13 APR 00 PLACE OF BIRTH MINNEAPOLIS, MINN.

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY —

CITIZENSHIP — WHEN ACQUIRED? — WHERE? — (City / State / Country)

OCCUPATION HOUSEWIFE LAST EMPLOYER —

X SEC. 10. RELATIVES BY BLOOD, MARRIAGE OR ADOPTION, WHO EITHER LIVE ABROAD OR WHO ARE NOT CITIZENS OF THE UNITED STATES:

1. NAME NONE, other than mine RELATIONSHIP ___ AGE ___

CITIZENSHIP ___ ADDRESS ___ (St. & No. / City / State / Country)

2. NAME ___ RELATIONSHIP ___ AGE ___

CITIZENSHIP ___ ADDRESS ___ (St. & No. / City / State / Country)

3. NAME ___ RELATIONSHIP ___ AGE ___

CITIZENSHIP ___ ADDRESS ___ (St. & No. / City / State / Country)

X SEC. 11. RELATIVES BY BLOOD OR MARRIAGE IN THE MILITARY OR CIVIL SERVICE OF THE U.S. OR OF A FOREIGN GOVERNMENT.

1. NAME NONE, other than mine RELATIONSHIP ___ AGE ___

CITIZENSHIP ___ ADDRESS ___ (St. & No. / City / State)

TYPE AND LOCATION OF SERVICE (IF KNOWN) ___

2. NAME ___ RELATIONSHIP ___ AGE ___

CITIZENSHIP ___ ADDRESS ___ (St. & No. / City / State)

TYPE AND LOCATION OF SERVICE (IF KNOWN) ___

3. NAME ___ RELATIONSHIP ___ AGE ___

CITIZENSHIP ___ ADDRESS ___ (St. & No. / City / State)

TYPE AND LOCATION OF SERVICE (IF KNOWN) ___

SEC. 24. MISCELLANEOUS

A. DO YOU ADVOCATE OR HAVE YOU EVER ADVOCATED; OR ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OF, OR HAVE YOU SUPPORTED ANY POLITICAL PARTY OR ORGANIZATION WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOVERNMENT IN THE UNITED STATES?

IF "YES", EXPLAIN: ______

B. DO YOU USE, OR HAVE YOU USED, INTOXICANTS? ______ IF SO, TO WHAT EXTENT? ______

C. HAVE YOU EVER BEEN ARRESTED, INDICTED OR CONVICTED FOR ANY VIOLATION OF LAW OTHER THAN A MINOR TRAFFIC VIOLATION? IF SO, STATE NAME OF COURT, CITY, STATE, COUNTRY, NATURE OF OFFENSE AND DISPOSITION OF CASE: ______

D. HAVE YOU EVER BEEN COURT-MARTIALED WHILE A MEMBER OF THE ARMED FORCES? IF ANSWER IS "YES," GIVE DETAILS BELOW:

SEC. 25. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:

NAME MRS. J. G. RICHARDSON RELATIONSHIP WIFE

ADDRESS 1619 DOOLITTLE ROAD, ESSEX, MD.
St. & No. City State Country

SEC. 26. YOU ARE INFORMED THAT THE CORRECTNESS OF ALL STATEMENTS MADE HEREIN WILL BE INVESTIGATED.

ARE THERE ANY UNFAVORABLE INCIDENTS IN YOUR LIFE NOT MENTIONED ABOVE WHICH MAY BE DISCOVERED IN SUBSEQUENT INVESTIGATION, WHETHER YOU WERE DIRECTLY INVOLVED OR NOT, WHICH MIGHT REQUIRE EXPLANATION? IF SO, DESCRIBE. IF NOT, ANSWER "NO."

14-00000

X SEC. 27. I CERTIFY THAT THE FOREGOING ANSWERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND I AGREE THAT ANY MISSTATEMENT OR OMISSION AS TO A MATERIAL FACT WILL CONSTITUTE GROUNDS FOR IMMEDIATE DISMISSAL OR REJECTION OF MY APPLICATION.

SIGNED AT Baltimore, Maryland (City and State) DATE Oct 18 49

Witness: Sylvia F. Chaillou — Signature of Applicant: Jacques G. Richardson

USE THE FOLLOWING PAGES FOR EXTRA DETAILS. NUMBER ACCORDING TO THE NUMBER OF THE QUESTION TO WHICH THEY RELATE. SIGN YOUR NAME AT THE END OF THE ADDED MATERIAL. IF ADDITIONAL SPACE IS REQUIRED USE EXTRA PAGES THE SAME SIZE AS THESE AND SIGN EACH SUCH PAGE.

14. Since August 29, 1949, I have been employed as administrative assistant to the Director of Planning, Housing Authority of Baltimore City, at the salary range of $3,100 - $3,900.

14-00000

MILITARY RECORD AND REPORT OF SEPARATION
CERTIFICATE OF SERVICE

RICHARDSON, JACQUES G.	0 937 200	1ST LT	INF	ORC
GENERAL HEADQUARTERS, FAR EAST COMMAND, MILITARY INTELLIGENCE *	27 OCT 48	SEPARATION CENTER, FORT LAWTON, WASHINGTON		
2908 NORTH ST. PAUL STREET, BALTIMORE 18, MARYLAND	20 JAN 24	BALTIMORE, MARYLAND		
SEE 9	BROWN	BROWN	5'10"	145 / 0

X | X | X | STUDENT, COLLEGE Z-02

MILITARY HISTORY

X | 5 A | HARTFORD, CONNECTICUT | 1625 RICKENBACKER ROAD, ESSEX 21, MARYLAND

27 JUN 46 | (PRESS) CENSORSHIP OFFICER 9335

NONE

WW II VICTORY MEDAL; OCCUPATION, JAPAN

NONE

MILITARY INTELLIGENCE SERVICE LANGUAGE SCHOOL, FT SNELLING, MINN.	12 SEP 46	JAPAN	25 SEP 46
RR 1-1	9 OCT 48	USA	23 OCT 48

0 | 2 | 19 | 2 | 1 | 12 | 8 | 1 | 5

INSURANCE NOTICE

X | X | 31 OCT 48 | 30 NOV 48 . 6.50 | X

*SECTION, GENERAL STAFF
LAPEL BUTTON ISSUED

Jacques G. Richardson | ALVIN R BARNETT CAPT USAF Alvin R Barnett

---

Army of the United States

CERTIFICATE OF SERVICE

This is to certify that

JACQUES G. RICHARDSON 0 937 200 1ST LT
GENERAL HEADQUARTERS, FAR EAST COMMAND,
MILITARY INTELLIGENCE SECTION, GENERAL STAFF

honorably served in active Federal Service in the Army of the United States from

27 JUN 46 to 27 OCT 48

Given at SEPARATION CENTER, FORT LAWTON, WASHINGTON

on the 27 day of OCTOBER 1948

Thomas B Hammond
THOMAS B HAMMOND
MAJOR AGD

14-00000

ENLISTED RECORD AND REPORT OF SEPARATION
HONORABLE DISCHARGE

MILITARY HISTORY

PAY DATA

Army of the United States

Honorable Discharge

This is to certify that

Army of the United States

is hereby Honorably Discharged from the military service of the United States of America.

This certificate is awarded as a testimonial of Honest and Faithful Service to this country.

Given at

Date

14-00000

copy copy

STANDARD FORM 57--NOV. 1947
U S CIVIL SERVICE COMMISSION

[AP]PLICATION FOR FEDERAL EMPLOY[ME]NT

INSTRUCTIONS: In order to prevent del[ay] in consideration of your application, answer every question on this form clearly and completely. Type-write or print in INK. In applying for a specific United States Civil Service examination, read the examination announcement carefully and follow all directions. If you are applying for a WRITTEN examination, follow the instructions on the admi[ssio]n card regarding disposition of this application. If you are applying for an UNWRITTEN examination, mail this application to the office named in the announcement. Be sure to mail to the same office any other forms required by the announcement. Notify the office with which you file this application of any change in your address.

APPLICATION NO.

ANNOUNCEMENT

1. NAME OF EXAMINATION OR KIND OF POSITION APPLIED FOR: CIG

2. OPTION(S) (if mentioned in examination announcement)

3. PLACE OF EMPLOYMENT APPLIED FOR (City and State): As required

4. DATE OF THIS APPLICATION

5. Mr. (First name) (Middle) (Maiden, if any) (Last): JACQUES GABRIEL RICHARDSON

6. (A) STREET AND NUMBER OR R. D. NUMBER: 1620 Rickenbacker Road, Mars Est.

(B) CITY OR POST OFFICE (including postal zone) AND STATE: Essex 21, Maryland

7. LEGAL OR VOTING RESIDENCE (State): Maryland

8. (A) OFFICE PHONE | (B) HOME PHONE

9. DATE OF BIRTH (month, day, year): January 20,1924

10. ☐ MARRIED ☒ SINGLE

11. PLACE OF BIRTH (city and State; if born outside U. S., name city and country): Baltimore, Maryland

12. ☒ MALE ☐ FEMALE

13. (A) HEIGHT WITHOUT SHOES: 5 FEET 10 INCHES (B) WEIGHT: 145 POUNDS

14. (A) HAVE YOU EVER BEEN EMPLOYED BY THE FEDERAL GOVERNMENT? ☒ YES ☐ NO

(B) IF SO, GIVE LAST GRADE AND DATE OF LAST CHANGE IN GRADE: Second Lt., 16 July 1946

DO NOT WRITE IN THIS BLOCK
For Use of Civil Service Commission Only

☐ APPOR. ☐ NON-APPOR. | MATERIAL ☐ SUBMITTED ☐ RETURNED | ENTERED REGISTER

NOTATIONS: | APP. REVIEW: APPROVED:

OPTION	GRADE	EARNED RATING	PREFERENCE	AUGM. RATING
			☐ 5 POINTS (TENT.)	
			☐ 10 POINTS	
			☐ WIFE OR WIDOW	
			☐ DISAL.	
			☐ BEING INVESTIGATED	
INITIALS AND DATE				

15. (A) WHAT IS THE LOWEST ENTRANCE SALARY YOU WILL ACCEPT? $ 3,750 PER YEAR
You will not be considered for any position with a lower entrance salary.

(B) CHECK IF YOU WILL ACCEPT SHORT-TERM APPOINTMENT IF OFFERED, FOR: ☐ 1 TO 3 MONTHS ☐ 3 TO 6 MONTHS ☒ 6 TO 12 MONTHS

NOTE. Acceptance or refusal of a temporary short-term appointment will not affect your opportunity to obtain a probational appointment.

(C) IF YOU ARE WILLING TO TRAVEL, SPECIFY: ☐ OCCASIONALLY ☒ FREQUENTLY ☐ CONSTANTLY

(D) CHECK IF YOU WILL ACCEPT APPOINTMENT, IF OFFERED: ☒ IN WASHINGTON, D. C. ☒ ANYWHERE IN THE UNITED STATES ☒ OUTSIDE THE UNITED STATES

(E) IF YOU WILL ACCEPT APPOINTMENT IN CERTAIN LOCATIONS ONLY, GIVE ACCEPTABLE LOCATIONS:

16. EXPERIENCE. It is important for you to furnish all information requested below in sufficient detail to enable the Civil Service Commission and the appointing officers of agencies to give you full credit in determining your qualifications. Use a separate block for each position. Start with your present position and work back, explaining clearly the principal tasks which you performed in each position, accounting for all periods of unemployment. Experience gained more than 15 years ago which is not pertinent to the work for which you are applying may be summarized in one or more of the blocks. If your duties changed materially while working for the same employer, use a separate block to describe each position. You may include any pertinent religious, civic, welfare, or organizational activity which you have performed, either with or without compensation, showing the number of hours per week and weeks per year in which you were engaged in such activity. Military experience should be described in the spaces below in its proper sequence.

(a) If you were ever employed in any position under a name different from that shown in Item 5 of this application, give under "Description of your work" for each position, the name used.

(b) If you have never been employed or are now unemployed, indicate that fact in the space provided below for "Present" Position."

① PRESENT POSITION

DATES OF EMPLOYMENT (month, year): FROM | TO PRESENT TIME

EXACT TITLE OF YOUR PRESENT POSITION

CLASSIFICATION GRADE (if in Federal Service)

SALARY OR EARNINGS: STARTING, $ PER; PRESENT, $ PER

PLACE OF EMPLOYMENT (city and State)

NAME AND TITLE OF IMMEDIATE SUPERVISOR

NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division)

KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.)

NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU

REASON FOR DESIRING TO CHANGE EMPLOYMENT

DESCRIPTION OF YOUR WORK

WAR DEPARTMENT

(CONTINUED ON NEXT PAGE)

16--53440-2

15. CONTINUED

②

DATES OF EMPLOYMENT (month, year)	EXACT TITLE OF YOUR POSITION	CLASSIFICATION GRADE (if in Federal service)	SALARY OR EARNINGS
FROM Nov.1941 TO Jul 1942	Salesman*		STARTING $ 25 PER Wk FINAL $ 30 PER Wk

PLACE OF EMPLOYMENT (city and State) Montreal, Quebec	NAME AND TITLE OF IMMEDIATE SUPERVISOR Mr. Fred T. Claydon
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division) T.Eaton Co. Ltd., Montreal	KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.) Retail Department Store
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU None	REASON FOR LEAVING Return to USA

DESCRIPTION OF YOUR WORK Salesman of all types photographic materials and equipment; demonstrator, all types black-and-white and color motion picture equipment.

③

DATES OF EMPLOYMENT (month, year)	EXACT TITLE OF YOUR POSITION	CLASSIFICATION GRADE (if in Federal service)	SALARY OR EARNINGS
FROM Oct. 1940 TO Jun 1941	Photographic technician*		STARTING $ 20 PER Wk FINAL $ 25 PER Wk

PLACE OF EMPLOYMENT (city and State) Montreal, Quebec	NAME AND TITLE OF IMMEDIATE SUPERVISOR Mr. Harry Jacoby
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division) Jacoby Photographers Crescent St, Montreal	KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.) Portrait photographers
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU None	REASON FOR LEAVING Desire of more interesting work.

DESCRIPTION OF YOUR WORK

Darkroom apprentice, copier, equipment maintenance.

④

DATES OF EMPLOYMENT (month, year)	EXACT TITLE OF YOUR POSITION	CLASSIFICATION GRADE (if in Federal service)	SALARY OR EARNINGS
FROM: TO:			STARTING $ PER FINAL $ PER

PLACE OF EMPLOYMENT (city and State)	NAME AND TITLE OF IMMEDIATE SUPERVISOR
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division)	KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.)
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU	REASON FOR LEAVING

DESCRIPTION OF YOUR WORK

*Please Note: The tw[illegible]ositions listed were part-time [illegible]bs only, while the applicant was a college student. I have never applied for, nor held, a full-time civilian position.

16—63948-1

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(5) DATES OF EMPLOYMENT (month, year) FROM: TO: | EXACT TITLE OF YOUR POSITION | CLASSIFICATION GRADE (if Federal service) | SALARY OR EARNINGS: STARTING $ PER; FINAL $ PER

PLACE OF EMPLOYMENT (city and State) | NAME AND TITLE OF IMMEDIATE SUPERVISOR

NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division) | KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.)

NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU | REASON FOR LEAVING

DESCRIPTION OF YOUR WORK

If more space is required, use a continuation sheet (Standard Form No. 59) or a sheet of paper the same size as this page. Write on each sheet your name, address, date of birth, and examination title. Attach to inside of this application.

17. MILITARY TRAINING. In the space below, describe any training received in the Armed Services (not already listed under Item 16) that would assist appointing officers in placing you most effectively. Indicate actual amount of training received, such as hours per week. Detailed information regarding any special service schools you attended is especially important. (Extra pages may be used to give full descriptions.)

DATES FROM	DATES TO	LOCATION	DESCRIPTION OF TRAINING
Jan.45	Dec.45	Ann Arbor, Michigan AIJLC, U. of Michigan	Japanese language, customs, sociology, how and why of Japan's history and economic aggression. Written Japanese.
			(Continued)

18. EDUCATION. (Circle highest grade completed): 1 2 3 4 5 6 7 8 9 10 11 (12)

MARK (X) THE APPROPRIATE BOX TO INDICATE SATISFACTORY COMPLETION OF: ☐ ELEMENTARY SCHOOL ☐ JUNIOR HIGH SCHOOL ☒ SENIOR HIGH SCHOOL

(A) GIVE NAME AND LOCATION OF LAST HIGH SCHOOL ATTENDED: High School of Montreal

(B) SUBJECTS STUDIED IN HIGH SCHOOL WHICH APPLY TO POSITION DESIRED: English, French, physics, history.

(C) NAME AND LOCATION OF COLLEGE OR UNIVERSITY	MAJOR AND SPECIALTY	DATES ATTENDED FROM	DATES ATTENDED TO	YEARS COMPLETED DAY	YEARS COMPLETED NIGHT	DEGREES CONFERRED TITLE	DEGREES CONFERRED DATE	SEMESTER HOURS CREDIT
Sir Geo Williams College	Fren	Sep 40	May 42	2				66
Trinity College, Conn.	Fren	Sep 42	Dec 42	½				12
U. Michigan, Ann Arbor	Jap.	Jan 45	Dec 45	1		B.	Feb 47	45

(D) LIST YOUR CHIEF UNDERGRADUATE COLLEGE SUBJECTS	SEMESTER HOURS	LIST YOUR CHIEF GRADUATE COLLEGE SUBJECTS	SEMESTER HOURS
French	15		
English	12		
Japanese	34		

(E) OTHER TRAINING, SUCH AS VOCATIONAL, BUSINESS, STUDY COURSES GIVEN THROUGH THE ARMED FORCES INSTITUTE (show name and location of school) OR "IN-SERVICE TRAINING" IN PUBLIC OR PRIVATE EMPLOYMENT

NAME	SUBJECTS STUDIED	DATES ATTENDED FROM	DATES ATTENDED TO	YEARS COMPLETED DAY	YEARS COMPLETED NIGHT
USAFI	Journalism	Apr 47	Pres		

19. INDICATE YOUR KNOWLEDGE OF FOREIGN LANGUAGES

	READING EXC.	READING GOOD	READING FAIR	SPEAKING EXC.	SPEAKING GOOD	SPEAKING FAIR	UNDERSTNG EXC.	UNDERSTNG GOOD	UNDERSTNG FAIR
Japanese		x		x				x	
French	x			x			x		

22. ARE YOU NOW OR HAVE YOU EVER BEEN A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION (such as pilot, electrician, radio operator, teacher, lawyer, CPA, etc.)?

☐ YES ☒ NO GIVE KIND OF LICENSE AND STATE:

FIRST LICENSE OR CERTIFICATE (YEAR):

LATEST LICENSE OR CERTIFICATE (YEAR):

20. IF YOU HAVE TRAVELED OR RESIDED IN ANY FOREIGN COUNTRIES, INDICATE (1) NAMES OF COUNTRIES, (2) DATES AND LENGTH OF TIME SPENT THERE, AND (3) REASON OR PURPOSE (e. g., military service, business, education, recreation)

France: 3 mos, 1927; 3 mos. 1944

Canada: 5 yrs, 1937-1942 Japan 1 yr

23. GIVE ANY SPECIAL QUALIFICATIONS NOT COVERED ELSEWHERE IN YOUR APPLICATION SUCH AS:
(A) YOUR MORE IMPORTANT PUBLICATIONS (do not submit copies unless requested)
(B) YOUR PATENTS OR INVENTIONS
(C) PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE
(D) MEMBERSHIP IN PROFESSIONAL OR SCIENTIFIC SOCIETIES, ETC.
(E) HONORS AND FELLOWSHIPS RECEIVED.

Public relations as interpreter in ETO and Japan. Censor and review-editor of Japanese press, radio and motion-picture fields.

21. LIST ANY SPECIAL SKILLS YOU POSSESS AND MACHINES AND EQUIPMENT YOU CAN USE, SUCH AS OPERATION OF SHORT-WAVE RADIO, MULTILITH, COMPTOMETER, KEY-PUNCH, TURRET LATHE, SCIENTIFIC OR PROFESSIONAL DEVICES

All cine equipt; teletypes; short-wave-receivers & transmitters.

APPROXIMATE NUMBER OF WORDS PER MINUTE IN TYPING ..... SHORTHAND .....

14-00000

24. REFERENCES: List three persons living in the United States or Territories of the United States who are NOT related to you and who have definite knowledge of your qualifications and fitness for the position for which you are applying. Do not repeat names of supervisors listed under Item 16 (EXPERIENCE):

FULL NAME	PRESENT BUSINESS OR HOME ADDRESS (Give complete current address, including street and number)	BUSINESS OR OCCUPATION
1. Col. Kai E. Rasmussen	(Washington 25 DC) Diplomatic Sec, Far Dept, GS	Mil Attache
2. Mr. Yutaka Munakata	Presidio of Monterey, Academic Sec, MISLS, Calif.	Instructor
3. Lt. L.B. McNeill	1928 McKinley Ave, Honolulu, T.H.	CIC

INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO
25. MAY INQUIRY BE MADE OF YOUR PRESENT EMPLOYER REGARDING YOUR CHARACTER, QUALIFICATIONS, ETC.?	X	
26. ARE YOU A CITIZEN OF, OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?	X	
27. ARE YOU NOW, OR HAVE YOU EVER BEEN, A MEMBER OF THE COMMUNIST PARTY, U. S. A., OR ANY COMMUNIST ORGANIZATION?		X
28. ARE YOU NOW, OR HAVE YOU EVER BEEN, A MEMBER OF A FASCIST ORGANIZATION?		X
29. ARE YOU NOW, OR HAVE YOU EVER BEEN, A MEMBER OF ANY ORGANIZATION, ASSOCIATION, MOVEMENT, GROUP, OR COMBINATION OF PERSONS WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOVERNMENT, OR OF AN ORGANIZATION, ASSOCIATION, MOVEMENT, GROUP, OR COMBINATION OF PERSONS WHICH HAS ADOPTED A POLICY OF ADVOCATING OR APPROVING THE COMMISSION OF ACTS OF FORCE OR VIOLENCE TO DENY OTHER PERSONS THEIR RIGHTS UNDER THE CONSTITUTION OF THE UNITED STATES OR OF SEEKING TO ALTER THE FORM OF GOVERNMENT OF THE UNITED STATES BY UNCONSTITUTIONAL MEANS? *If your answer to question 27, 28, or 29 above is "Yes," state in Item 39 the names of all such organizations, associations, movements, groups, or combination of persons and dates of membership. Give complete details of your activities therein and make any explanation you desire regarding your membership or activities therein.*		X
30. SINCE YOUR 16TH BIRTHDAY, HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED, OR IMPRISONED OR PLACED ON PROBATION, OR HAVE YOU EVER BEEN ORDERED TO DEPOSIT BAIL OR COLLATERAL FOR THE VIOLATION OF ANY LAW, POLICE REGULATION OR ORDINANCE (EXCLUDING MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR FORFEITURE OF $25 OR LESS WAS IMPOSED)? *If your answer is "Yes," list all such cases under Item 39 below. Give in each case (1) the date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.*		X
31. HAVE YOU EVER BEEN DISCHARGED OR FORCED TO RESIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? *If your answer is "Yes," give in Item 39 the name and address of employer, date, and reason in each case.*		X
32. HAVE YOU EVER BEEN BARRED BY THE U. S. CIVIL SERVICE COMMISSION FROM TAKING EXAMINATIONS OR ACCEPTING CIVIL SERVICE APPOINTMENTS? *If your answer is "Yes," give dates of and reasons for such debarment in Item 39.*		X
33. HAVE YOU ANY PHYSICAL HANDICAP, DISEASE, OR OTHER DISABILITY WHICH SHOULD BE CONSIDERED IN ASSIGNING YOU TO WORK? *If your answer is "Yes," give complete details in Item 39 so that consideration can be given to your physical fitness for the job.*	X	
34. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? *If your answer is "Yes," give complete details in Item 39.*		X
35. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? *If your answer is "Yes," give details in Item 39.*		X
36. DOES THE UNITED STATES GOVERNMENT EMPLOY IN A CIVILIAN CAPACITY ANY RELATIVE OF YOURS (BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? *If your answer is "Yes," show in Item 39 for EACH such relative (1) full name, (2) present address; (3) relationship; (4) Department or Agency by which employed, and (5) kind of appointment.*		X

SPECIAL INSTRUCTIONS FOR CLAIMING VETERAN PREFERENCE

A. If you are claiming preference as a PEACETIME VETERAN who has been awarded a campaign badge or service ribbon, or as a DISABLED VETERAN, or as the WIFE OF A DISABLED VETERAN, or as the WIDOW OF A WAR OR CAMPAIGN VETERAN, attach Veteran Preference Claim, CSC Form 14, together with proof specified therein.

B. If you are a WAR-TIME VETERAN not claiming disability preference, you should NOT submit your discharge with this application. Preference will be tentatively credited to you and if appointed, you will be required to submit to the appointing officer prior to entry on duty, official evidence of separation from active service in the armed forces of the United States in time of war.

	YES	NO
37. (A) WERE YOU EVER IN THE UNITED STATES MILITARY OR NAVAL SERVICE DURING TIME OF WAR?	X	
(B) IS THE WORD "HONORABLE" OR THE WORD "SATISFACTORY" USED IN YOUR DISCHARGE OR SEPARATION PAPERS TO SHOW THE TYPE OF YOUR DISCHARGE OR SEPARATION?	—	
(C) WAS SERVICE PERFORMED ON AN ACTIVE FULL-TIME BASIS, WITH FULL MILITARY PAY AND ALLOWANCES?	X	

(D) DATE OF ENTRY OR ENTRIES INTO SERVICE	DATE OF SEPARATION OR SEPARATIONS
15 Feb 1943	Present
BRANCH OF SERVICE (Army, Navy, Marine Corps, Coast Guard, etc.)	SERIAL NO. (If none, give grade or rating at time of separation).
Army	31216266; 0-927200

	YES	NO
38. (A) IF YOU SERVED IN THE UNITED STATES MILITARY OR NAVAL SERVICE DURING PEACETIME ONLY, DID YOU PARTICIPATE IN A CAMPAIGN OR EXPEDITION AND RECEIVE A CAMPAIGN BADGE OR SERVICE RIBBON?		X
(B) ARE YOU A DISABLED VETERAN? *If so, and you have not listed your disability in answer to Item 33, explain in Item 39 below.*		X
(C) ARE YOU A VETERAN'S WIDOW WHO HAS NOT REMARRIED?		
(D) ARE YOU THE WIFE OF A VETERAN WHO HAS A SERVICE-CONNECTED DISABILITY WHICH DISQUALIFIES HIM FOR CIVIL SERVICE APPOINTMENT?		

THIS SPACE FOR USE OF APPOINTING OFFICER ONLY

The information contained in the answers to Question 37 above has been verified by comparison with the discharge certificate on .... 19.....

Agency: .... Title: ....

39. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS (indicate item numbers to which answers apply)

ITEM NO.		ITEM NO.	
33	Hernia, inguinal - repairable.		

If more space is required, use paper the same size as this page. Write on each sheet your name, address, date of birth, and examination title. Attach to inside of this application.

Before signing this application check back over it to make sure that you have answered ALL questions correctly.

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.

False statement on this application is punishable by Law (U. S. Code, Title 18, Section 80).

SIGNATURE OF APPLICANT ....

(Sign your name in INK (one given name, initial or initials, and surname). If female, prefix Miss or Mrs. and if married, use your own given name as "Mrs. Mary L. Doe")

14-00000

JACQUES GABRIEL RICHARDSON

17. MILITARY TRAINING (continued)

Rating received at end of this training: Tec 4
Duty assignment or rating after this training: Assignment to MISLS.
Dates of duty assignment: Jan 1946 to Aug. 1946

Second Special Service School attended: MISLS, Fort Snelling, Minn.
Location: Fort Snelling, 11, Minnesota
Dates Attended: Jan 1946 To: Aug. 1946
Rating received at end of this training: Second Lieutenant
What were you taught in Second Special Service School? Order of battle, military terms of the Japanese armed forces.
Civil affairs, military administration of occupied areas, propaganda writing.
Duty assignment after this training: Student; translator; instructor.
What did you do during this duty assignment? Translated newspaper articles, ordinances, SCAP directives, etc. flown from Japan. Made instructor's guides for civil affairs courses.

14-00000

SECRET

Date: 13 October 1963

MEMORANDUM FOR: Chief, Personnel Security Division/Office of Security

SUBJECT : Richardson Jeffrey [redacted] (P): Your Number 37833

1. In compliance with paragraph four (4) of your latest memorandum, subject as above, clearance to cover the following proposed change in Subject's status and/or use is hereby requested:

Ops Officer	Position Title	Ops Officer
GS-15	Grade	GS-15
DDP/SR Foreign Field Western European Area Paris, France	Orgn Designation	DDP/WE Paris Station External Ops Station
Paris, France	Headquarters	Paris, France

2. Changes other than specified above:

3. The proposed effective date of this change is: 13 October 1963.

Joseph B. Ragan
JOSEPH B. RAGAN
Chief, Contract Personnel Division

Date 18 OCT 1963

Security Approval has been granted for the use contemplated by this request

Chief, Personnel Security Division

SECRET

14-00000

SECRET
(When filled in)

DATE: 31 July 1962

MEMORANDUM FOR: Chief, Contract Personnel Division

ATTENTION : Staff Agents Branch

FROM : Chief, Personnel Security Division

SUBJECT : [illegible] [redacted] #37833

1. Reference is made to your memorandum dated 24 July 1962 in which a covert security clearance was requested to permit Subject's use as a Staff Agent, GS-14, by DDP/SR in the capacity of Operations Officer at Paris, France.

2. This is to advise that a covert security clearance is granted for the use of the Subject, as described in your request as set forth in paragraph 1, above.

3. If your office should desire at a later date to change the status or use of this individual, a request to cover any proposed change should be submitted to this office.

4. This clearance becomes invalid in the event that Subject's services are not utilized within six months of the date of this memorandum.

FOR THE DIRECTOR OF SECURITY:

W. A. Osborne

SECRET
(When filled in)

GROUP 1
Excluded from automatic downgrading and declassification

14-00000

PERSONAL HISTORY STATEMENT - (Appendix I)

Listed below are names of organizations identified by the Attorney General under his responsibility pursuant to Executive Order 9835, dated 21 March 1947, to list the names of each foreign or domestic organization, association, movement, group or combination of persons which he, after appropriate investigation and determination, designates as Totalitarian, Fascist, Communist, or subversive, or as having adopted a policy of advocating or approving the commission of acts of force or violence to deny others their rights under the Constitution of the United States, or as seeking to alter the form of government of the United States by unconstitutional means.

Each applicant must review the following list of organizations for certification purposes, and signature on the last page.

Abraham Lincoln School, Chicago, Illinois
American Association for Reconstruction in Yugoslavia, Inc.
American Committee for Protection of Foreign Born
American Committee for Yugoslav Relief, Inc.
The American Council for a Democratic Greece, formerly known as the Greek American Council; Greek American Committee for National Unity
American Croatian Congress
American League Against War and Fascism
American League for Peace and Democracy, successor to American League Against War and Fascism and predecessor of American Peace Mobilization
American Patriots, Inc.
American Peace Mobilization
American Polish Labor Council
American Russian Institute of San Francisco
American Slav Congress
American Youth Congress
American Youth for Democracy
Armenian Progressive League of America
Association of German Nationals (Reichsdeutsche Vereinigung)
Ausland-Organization der NSDAP, Overseas Branch of Nazi Party
Black Dragon Society
California Labor School, Inc., 216 Market Street, San Francisco, California
Central Council of American Women of Croatian Descent, also known as Central Council of American Croatian Women, National Council of Croatian Women
Central Japanese Association (Beikoku Chuo Nipponjin Kai)
Central Japanese Association of Southern California
The Central Organization of the German-American National Alliance (Deutsche-Amerikanische Einheitsfront)
The Citizens Protective League
Civil Rights Congress and its affiliated organizations and branches.

The Columbians
Communist Party, U.S.A., formerly Communist Political Association, and its affiliates and committees, including:

- Citizens Committee of the Upper West Side (New York City)
- Committee to Aid the Fighting South
- Dennis Defense Committee
- Labor Research Association, Inc.
- Southern Negro Youth Congress
- United May Day Committee
- United Negro and Allied Veterans of America

Congress of American Revolutionary Writers
Congress of American Women
Connecticut State Youth Conference
Council on African Affairs
Council for Pan-American Democracy
Dai Nippon Butoku Kai (Military Virtue Society of Japan or Military Art Society of Japan)
Dante Alighieri Society
Federation of Italian War Veterans in the U.S.A., Inc. (Associazione Nazionale Combattenti Italiani, Federazione degli Stati Uniti d' America)
Friends of the New Germany (Freunde des Neuen Deutschlands)
Friends of the Soviet Union and its successor American Council on Soviet Relations, both predecessors of the National Council of American Soviet Friendship
George Washington Carver School, New York City
German-American Bund (Amerikadeutscher Volksbund)
The German-American Republican League
German-American Vocational League (Deutsche-Amerikanische Berufsgemeinschaft)
Heimuska Kai, also known as Hokubei Heieki Gimusha Kai, Zaibel Nihonjin, Heiyaku Gimusha Kai, and Zaibei Heimusha Kai (Japanese Residing in America Military Conscripts Association)
Hinode Kai (Imperial Japanese Reservists)
Hinomaru Kai (Rising Sun Flag Society - a group of Japanese War Veterans)
Hokubei Zaigo Shoke Dan (North American Reserve Officers Association)
Hollywood Writers Mobilization for Defense
Hungarian-American Council for Democracy
International Labor Defense
International Workers Order, including People's Radio Foundation, Inc.
Japanese Association of America
Japanese Overseas Central Society (Kaigai Dobo Chuo Kai)

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Japanese Overseas Convention, Tokyo, Japan, 1940
Japanese Protective Association (Recruiting Organization)
Jefferson School of Social Science, New York City
Jewish Peoples Committee
Jikyoku Iin Kai (Current Affairs Association)
Joint Anti-Fascist Refugee Committee
Kibei Seinen Kai (Association of U. S. Citizens of Japanese Ancestry who have returned to America after studying in Japan)
Ku Klux Klan
Kyffhaeuser, also known as Kyffhaeuser League (Kyffhaeuser Bund), Kyffhaeuser Fellowship (Kyffhaeuser Kameradschaft)
Kyffhaeuser War Relief (Kyffhaeuser Kriegshilfswerk)
League of American Writers
Lictor Society (Italian Black Shirts)
Macedonian-American People's League
Mario Morgantini Circle
Michigan Civil Rights Federation
Nanka Teikoku Gunyudan (Imperial Military Friends Group or Southern California War Veterans)
National Committee for the Defense of Political Prisoners
National Committee to Win the Peace
National Council of American-Soviet Friendship
National Council of Americans of Croatian Descent
National Federation for Constitutional Liberties
National Negro Congress
Nature Friends of America (since 1935)
Negro Labor Victory Committee
New Committee for Publications
Nichibei Kogyo Kaisha (The Great Fujii Theatre)
Northwest Japanese Association
Ohio School of Social Sciences
The Peace Movement of Ethiopia
Peoples Educational Association (Incorporated under name Los Angeles Educational Association, Inc.), also known as Peoples Educational Center, Peoples University, People's School
People's Institute of Applied Religion
Philadelphia School of Social Science and Art
Photo League (New York City)
Proletarian Party of America
Protestant War Veterans of the U.S., Inc.
Revolutionary Workers League
Sakura Kai (Patriotic Society, or Cherry Association - composed of veterans of Russo-Japanese War)
Samuel Adams School, Boston, Massachusetts
School of Jewish Studies, New York City
Seattle Labor School, Seattle, Washington
Serbian Vidovdan Council
Shinto Temples

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Silver Shirt Legion of America
Slovenian-American National Council
Socialist Workers Party, including American Committee for European Workers' Relief
Sokoku Kai (Fatherland Society)
Suiko Sha (Reserve Officers Association Los Angeles)
Tom Paine School of Social Science, Philadelphia, Pennsylvania
Tom Paine School of Westchester, New York
United Committee of South Slavic Americans
United Harlem Tenants and Consumers Organization
Veterans of the Abraham Lincoln Brigade
Walt Whitman School of Social Science, Newark, New Jersey
Washington Book Shop Association
Washington Committee for Democratic Action
Wisconsin Conference on Social Legislation
Workers Alliance
Workers Party, including Socialist Youth League
Young Communist League

I certify that I have read the names of the above-listed organizations, and that I am not, nor have I been, a member of; that I have not contributed to, received literature from, or attended meetings of any organization listed, except as indicated and explained below:

(Organization) (Dates of Membership)

Remarks:

SIGNED AT Washington, D.C. (City and State) DATE 11 January 1949

Kenneth W. Doyle (Witness) Jacques G. Richardson (Signature)

E.D.2. (Address)

FORM NO. 38-1A
AUG 1948

14-00000

SECRET

XXXXXXXXXXXXX

SECURITY APPROVAL

To : XXXXXXXXXXXXXX Deputy Personnel Officer   Date: 10 June 1949

From : Chief of Inspection and Security   Number: 37833

Subject: RICHARDSON, Jacques Gabriel

1. Note "X" below:

[X] Security approval is granted subject for access to classified information contingent upon the receipt of derogatory information at some future date.

[ ] Provisional clearance for full duty with CIA is granted under the provisions of paragraph 4, Administrative Instruction 10-2, which provides for a temporary appointment pending the completion of full security investigation.

[X] Unless the applicant enters upon duty within 60 days from above date this approval becomes invalid.

2. Your memorandum dated 14 March 1949 stated Subject is an applicant for OPC.

AC 17 July 58

ERNAL P. GEISS
Chief, Personnel Security Division

Branch notified 14 June CD

XXXXXXXXXXXXX

SECRET

FORM NO. 38-101
MAY 1949